**St Aidan’s Church of England High School**

**Learning Mentor Job Description**

**Grade E with SEN**

The role of the Learning Mentor is to support a number of students in school with more complex social, emotional and behaviour needs.

We need to enable vulnerable students to regulate their emotions, to model and teach appropriate interactions, to de-brief when things go wrong and to make reparations.

Job Description:

* helping students to develop strategies to help to regulate their emotions
* implementing strategies for students with attachment issues
* creating behaviour profiles to enable behaviour targets to be set for individual students
* debriefing students after incidents have occurred
* helping students to reintegrate into lessons
* delivering intervention sessions with mentored students around SEMH needs e.g. anxiety
* supervise students working in the Independent Learning Centre
* transitional support – be available at key transition times – registration, before lessons, after break, after lunch
* to support Pastoral Intervention Manager with Alternative Provision and Alternative Curriculum as required
* attend strategy (internal team around the child) meetings to review the effectiveness of provision / intervention/ Pupil Premium
* to assist pastoral staff in liaising with parents and record keeping
* some break and lunchtime duties to support students
* ability to undertake Maths or English support (desirable, not essential)

**Person Specification**

To be able to undertake the duties in the job description, applicants should possess

the following knowledge and skills:

Empathy with young people facing barriers to their learning

A range of behaviour management strategies

The ability to deal with sensitive information in a confidential manner

The capability to remain calm under pressure

The ability to use own initiative and flexibility to cope with the unexpected

Ability to form and maintain appropriate relationships and personal

boundaries with children and young people

An ability to diffuse conflict

Excellent interpersonal skills in developing relationships in school situation with a broad range of pupils

Ability to form effective professional relationships with a wide range of

contacts

Excellent organisational and time management skills

Competent IT skills to support learning and to record as appropriate the behaviour of students

The ability and willingness to work constructively as part of a team

The ability to supervise pupils effectively in school in line with the school’s behaviour policy

A good level of English and Maths

Experience of working with children in an educational setting