# Job Profile: PSHE/Wellbeing tutor

## **Grade 6**

## **Support Worker (HLTA)**

## Date created: January 2015 Updated May 2021

#### **About the Job**

Gloucestershire Hospital Education Service (GHES) provides education and support for young people from across the county who are unable to attend school for medical reasons. The Service aims to provide for students a seamless educational transition between school, hospital and home. We work closely with medical and educational professionals to develop individualised programmes of study for students from reception to Key Stage 4 and students with SEND and literacy needs. We aim for excellence in our support for students of all ability levels and we strive to help each achieve his/her potential and reintegrate successfully to school or college when medical conditions allow. Tuition may be delivered in the pupil's home, in our classroom or another appropriate setting, or in our schoolroom at Gloucester Royal Hospital. Online delivery of lessons has enabled us to extend and enhance our provision available, and this is the main way we deliver the core curriculum at KS4. Safeguarding is of paramount importance in the role and throughout GHES and safeguarding training is provided and updated regularly. This role covers the vital pastoral aspect of our service, ensuring students can access their learning, delivering aspects of our wellbeing and PSHE curriculum, and developing their skills and confidence throughout their time with us. Contact with students could be in their homes, online or in our classroom.

## This is what we need you to do...

- Plan and deliver our PSHE / Wellbeing curriculum, face-to-face or online to our students in their homes, in our classroom, or other appropriate setting. This would be carried out in collaboration with the PSHE / Wellbeing team.
- To provide pastoral support to students with GHES at all key stages and ability levels and in all areas of the county as required.
- To have a passion for the PSHE curriculum.
- To engage students in high quality learning, discussion and debate around topics that are covered in the PSHE curriculum but also pertinent to the individuals and their personal circumstances.
- To be willing and able to approach challenging and sensitive subject matter, within the PSHE curriculum, confidently and sensitively.

- To produce and maintain accurate and timely records and data as required and requested, and produce progress reports according to GHES practices and procedures.
- To implement and adhere to GHES and GCC policies and procedures and to contribute to GHES self-evaluation process and development planning.
- To be flexible, creative and be able to demonstrate initiative in supporting the work of children with a range of physical and mental health needs.
- To undertake any other duties which are relevant to the post as required.

## **Special Conditions**

- This position is subject to enhanced DBS, (Disclosure and Barring Service) check.
- GHES front-line staff are required to hold a current and valid driving license, to have full-time use of a car and be prepared to drive throughout the county as required.

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#### The ideal candidate will have...

### **Experience**

- Proven record of contributing to outstanding pupil outcomes or outcomes of individuals in other settings.
- Experience of working with vulnerable groups including all abilities and SEND students.
- Proven experience of the delivery of pastoral support in schools or other relevant training situations.
- Experience and knowledge of complex safeguarding issues and how to successfully and appropriately address the issues to ensure positive outcomes.
- Experience of working with small groups, planning and taking lessons.
- Be experienced in delivery PSHE / Wellbeing content and lesson planning
- Experience of working with a external agencies.

## Knowledge, Skills and Understanding

- Excellent safeguarding knowledge
- A passion for learning and an ability to share this with young people
- Commitment to equal opportunities for all young people
- Commitment to high aspirations for young people
- Excellent IT and email management skills
- Excellent communication skills, written and spoken
- Effective record keeping and data management

#### **Behavioural attributes**

- Demonstrates GCC employee behaviours (see link below)
- Demonstrates flexibility and can embrace change
- Works collaboratively within a multi-disciplinary team
- Is able to work independently and manage own time effectively and efficiently
- Is committed to learning and professional development
- Is punctual and reliable
- Is child-centred
- Is calm under pressure
- Is able to work as a team and remain positive and cheerful
- Respects confidentiality and professional boundaries
- Enthusiasm for a diverse and challenging role

#### **Education & Qualifications**

#### Essential

- Relevant qualification in education, health or social care (or equivalent experience), or,
- Minimum level 3 NVQ

#### Desirable

• HLTA qualification

There are a number of generic requirements that are applicable to all employees within the Council. There can be found at the following link: <a href="https://www.gloucestershire.gov.uk/constitution/part-5-code-of-conduct-for-employees/">https://www.gloucestershire.gov.uk/constitution/part-5-code-of-conduct-for-employees/</a>