



Queen Mary's Grammar School


Headmaster: R J Langton, M A

Job Title:	Social Emotional and Mental Health (SEMH) mentor
Grade:	NJC SCP 12–15 (FTE £27,711 – £29,093) Pro-rata, Actual salary £14,558 - £15,285 Part time: 22.5 hours flexible to suit the needs of the school and successful post holder Term Time
Purpose of Job:	To work with the pastoral team with regards to the social emotional and mental health aspects of the students' learning. The primary aim of the role is to provide one-to-one and small group support for students experiencing mental health issues across the school.
Reports to:	Safeguarding and welfare officer/DDSL
JOB DESCRIPTION	
<p>The duties may include any or all of the following:</p> <ul style="list-style-type: none">• To take an active role in the promotion of positive student welfare.• To counsel students and offer a forum for one-to-one or small group discussions on aspects of mental health and social difficulty.• To contribute to whole-school wellbeing initiatives, such as the Nurture Group• Establishing productive working relationships with pupils.• Liaising with teaching and pastoral staff as appropriate.• Liaising with external agencies as appropriate.• Encouraging pupils to interact and work co-operatively with others and engage all pupils in activities.• Being aware of, and complying with, policies and procedures relating to child protection, health, safety and security, confidentiality and data protections,• Reporting all concerns to an appropriate person.• Being aware of and supporting diversity and ensuring all pupils have equal access to opportunities to learning and develop.• Participate in training and other learning activities as required.• Attending and participating in meetings as required.• To be supportive of the school ethos.• Contribute to the wider life of the school.• Comply with policies and procedures relating to child protection, health and safety, security, confidentiality and data protection, reporting all concerns to an appropriate person• Participate in training and other development activities as required.• Carry out any other duties as may reasonably be requested by the Headmaster or other members of the Senior Leadership Team.	
PERSON SPECIFICATION	
<p>Preferred skills, personal attributes, or experience</p> <ul style="list-style-type: none">• An awareness of the national picture of mental health issues.• Ability to deal with a complex & difficult cases with a calm confidence.• Ability to relate well to children and adults.• Ability to work constructively as part of the teaching team, understanding classroom/pastoral roles and responsibilities and your own position within these.	

- Ability to deal with colleagues and pupils in a manner appropriate to each.
- Ability to react positively and remain calm in a crisis.
- Good numeracy and literacy: familiarity with ICT and other equipment to support learning.
- Previous experience of working in a school setting would be an advantage but not essential.

Queen Mary's Grammar school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment. Safeguarding and Safer Recruitment Policies can be found on our website. This position is subject to appropriate vetting procedures including a criminal record check from the Disclosure and Barring Service (formerly CRB) which will require you to disclose details of all unspent and unfiltered spent reprimands, formal warnings, cautions and convictions as part of the recruitment process.



Queen Mary's Grammar School, Sutton Road, Walsall, West Midlands, WS1 2PG
01922 720696 www.qmgs.org . enquiries@qmgs.walsall.sch.uk  @qmgs1554
Part of the Mercian Trust, a charitable company, limited by guarantee.
Registered in England and Wales No 07611347
Registered Office: Mercian House, Sutton Road, Walsall, WS1 2PG



Queen Mary's Grammar School

Headmaster: R J Langton, M A