

EAST LONDON ARTS & MUSIC



THE INDUSTRY ACADEMY

Wellbeing Mentor

Start Date: November 2024

Contract: 1 year fixed term contract, Term Time Only

Salary Range: £28,237 - £34,494 (ST4-ST11)

Actual Salary: £25,291 - £30,895

We are fully focused on equality and believe deeply in representing the diversity of race, gender, sexual orientation, religion, ethnicity and national origin of our Trainees in our staff body. We welcome applications from suitable candidates of any background and are particularly interested in hearing from candidates from underrepresented minority ethnic backgrounds.

Job Purpose

To support trainees at ELAM to have full access to educational and industry opportunities, overcome barriers to learning and understand their behaviour and their emotions.

Main Duties and Responsibilities

- To act as a motivator, role model and advocate for young people.
- To develop a 1:1 mentoring relationship with identified students.
- Developing and using strategies to manage and support students with wellbeing challenges
- Communicate with external support agencies
- Working alongside teachers, pastoral leads and support staff to promote the effective de-escalation of trainees in a heightened state of anxiety.
- Working alongside parents in helping them to support their child's mental health and ensuring that there are effective lines of communication operating between school and home.
- Working directly with individuals or groups to raise self-esteem and confidence of students with a view to improving their personal and social skills.
- Monitoring progress in engagement with school and working with trainees to maintain this.
- To work with the SENDCO to coordinate a quiet study space (104) which can be accessed by trainees who struggle with loud spaces at break times
- To support students in finding ways to understand and self-regulate emotions.
- To be a young carer champion
- To support isolated trainees with social skills and by coordinating a quiet social space at breaktime
- To run small group wellbeing interventions
- To liaise regularly with the SENCO and/or schools DSL where necessary.
- To attend training and development opportunities as directed by the line manager in order to develop skills and knowledge and keep up to date with developments in the field of behaviour.
- Attend weekly staff meetings.

Safeguarding

- To become trained as a DDSL
- To work with the safeguarding team to ensure appropriate actions are taken for safeguarding concerns
- Give guidance and support to staff about responding to safeguarding concerns
- Attend Weekly Safeguarding meetings
- Refer to and liaise with local support services
- Communicate with parents
- The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

Administration

- To be responsible for all administrative tasks associated with the role.
- To keep records of student mentoring sessions, update student reports, update behaviour using Arbor and update safeguarding concerns using CPOMS.

General

- To promote the safeguarding and welfare of people you are responsible for or come into contact with.
- To ensure all tasks are carried out in compliance with Health & Safety Policy and Procedures.
- Ensure all tasks are carried out in compliance with all school policies and procedures including the Equality & Diversity Policy, Data Protection Policies and procedures, Use of Social Media and the Staff Code of conduct.
- Undertake appropriate professional development including adhering to the principles of performance management.
- To establish professional and productive working relationships with all colleagues and stakeholders through team working and mutual support.
- To adhere to the ethos of the school:
- To promote the agreed vision and aims of the school
- To set an example of personal integrity and professionalism.
- Attendance at appropriate staff meetings, parents' evenings and school events as appropriate. Some additional working hours outside of normal agreed hours may be required to support this.

Any other duties commensurate with the grade to ensure the smooth running of the school.

Pastoral Lead	Wellbeing Mentor
1:1 support	1:1 mentoring
Outside of class	Outside of Class
Present and visible around ELAM	Present and visible around ELAM
Manage Support Referrals	Supports Trainees
Coordinates CPOMS actions	Actions assigned CPOMS concerns
Responds to appropriate on-calls	Responds to appropriate on-calls
Communicates with parents	Communicates with parents
Attend meetings with external services	Attend meetings with external services

How to apply

To apply please complete an application via the following link:

<https://candidates.every.education/Vacancies/Details?advertKey=e21c70a4-b410-40ea-b591-9341f133e4ca>