

Student Support Mentor/Cover Supervisor

JOB DESCRIPTION

Salary: Grade E £23,893 - £24,702. Cover Supervisor element will be paid on Grade F £25,119 - £26,421, pay award pending.

Hours of work: 8:15–15:15

Contract type: Permanent

A bit about us:

We are a small mixed 11-16 comprehensive school catering for students from widely varied backgrounds. We are a fully inclusive school and are passionate about empowering all students to succeed, and taking an active role in our local community enhances this.

Our core values are supporting students to be 'Resilient', 'Responsible', and 'Respectful'.

At PVS, we believe in the potential of every student and strive to create an environment where they can grow academically and personally. As a Student Support Mentor, you will play a pivotal role in shaping the futures of students who need it most, helping them overcome obstacles and reach their full potential. By implementing the Compass for Life programme, you will also help students to navigate towards setting and achieving their ultimate life goal, ensuring they are prepared for success in both school and life.

All about the role:

We are seeking a passionate and dedicated Student Support Mentor who will also be able to undertake the role of Cover Supervisor, when required. This role is critical in challenging and supporting students to perform at their highest potential, especially those facing disadvantages or with limited parent support. A key aspect of this position will involve implementing Floyd Woodrow's Compass for Life programme, ensuring that each student's 'North Star' is regularly reviewed and that they receive the guidance and encouragement they need to stay on track.

Outside of the Student Support Mentor role you will also be required to supervise the learning of whole classes during the short-term absence of the class teacher, as they undertake work set by the teacher; to invigilate tests and examinations and to accompany staff and pupils on educational visits.

Main duties may include:

- Providing one-to-one and small group mentorship to students, guiding them towards academic success.
- Embed strategies to help students overcome academic challenges and improve performance.
- Assist in goal setting, time management, and study skills to foster independent learning and achievement.
- Work closely with students to identify their 'North Star' – their ultimate life goals and aspirations
- Regularly review and assess each student's progress towards their North Star, providing encouragement, support and adjustments as needed.
- Use the Compass for Life framework to develop tailored plans for students, focusing on the four cardinals.
- Supervise the work of whole classes set by their class/subject teacher, in accordance with the school policy.
- Manage the behaviour of pupils to ensure a constructive learning environment.
- Answer pupil queries about process and procedures relating to the lesson.
- Deal with any immediate problems or emergencies according to the school's policies and procedures.
- Collect completed work at the end of the lesson and return it to the appropriate teacher.
- Support other activities relating to the supervision of pupils eg. general supervision during school breaks, attendance on school trips.

Knowledge and Skills required:

The role demands that the jobholder has the ability to undertake a range of tasks involving the application of rules procedures and techniques. The jobholder needs a good standard of practical knowledge of learning support needs and ways of meeting these, and good skills in dealing with pupils. Through experience-based learning and/or formal training they will operate at Level 3 of the national standards for Teaching Assistants.

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Find out more and apply:

For further information or to arrange a visit to the school, please contact Wendy Assirati, School Business Manager, on 01672 565000. Details on how to apply for this position can be found on our school website: <https://pewseyvale.org/join-us/staff-vacancies/>

Closing date (and time): Sunday 10th November 2024 at 12pm.

Interview date: w/c 11th November 2024

Commencement date: ASAP.

We reserve the right to close this advertisement early should the required number of applications be received. This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All applicants will be subject to a Disclosure and Barring Service check before appointment is confirmed.