



Faculty/Department	Pastoral
Job Title:	Wellbeing Mentor
Grade:	7
Post Purpose:	The Wellbeing Mentor provides vital, trauma informed, emotional and mental health support to students, working within the pastoral team to assist students in managing challenges that impact their wellbeing, learning, and overall development. This role involves direct engagement with students, families, and external agencies to deliver tailored, holistic support, ensuring students' emotional resilience, academic success, and wellbeing. The Wellbeing Mentor will collaborate with the wider school community.
Accountable to:	Therapeutic Lead
Duties, Responsibilities and Key Tasks:	<p>Emotional and Mental Health Support:</p> <ul style="list-style-type: none"> • Provide one-on-one and group sessions to students addressing concerns such as anxiety, low mood, self-esteem, stress, peer relationships, and grief, supporting appropriately. • Implement targeted interventions, including relaxation, mindfulness, social skills development, CBT informed interventions, and psychoeducation, based on individual student needs. Updating referrals with assessment outcomes and agreed plan. • Development of psychoeducational materials to support whole school approach. • Conduct initial therapeutic assessments to understand student needs and recommend appropriate support strategies. <p>Therapeutic and External Referrals:</p> <ul style="list-style-type: none"> • Complete mental health risk assessments and other assessments e.g FACT+ in accordance with guidelines, referring to external services when necessary. <p>Collaboration and Liaison:</p> <ul style="list-style-type: none"> • Liaise/co-ordinate with parents, caregivers, colleagues, external agencies to provide ongoing support for students' wellbeing, including signposting to resources and other agencies. Ensure a coordinated and effective whole school approach to supporting students. • Support the school in running parent workshops to enhance mental health and wellbeing awareness among families. • Keep accurate and up to date records of wellbeing support provided to students on CPOMS. <p>Safeguarding and Wellbeing Monitoring:</p> <ul style="list-style-type: none"> • Provide confidential support to students and maintain ethical boundaries in all interactions. • Monitor student progress through regular check-ins, adjusting interventions as necessary to ensure their emotional and academic development. • Contribute to school-wide data analysis related to student wellbeing, using this data to inform the development of future support strategies.

	<p>Support for Transition and Wellbeing Initiatives:</p> <ul style="list-style-type: none"> • Provide structured support for students and families during transitions from middle/combined school to secondary school, ensuring a smooth adjustment to new environments.
<p>General</p>	<ul style="list-style-type: none"> • To be aware of the Trust’s duty of care in relation to staff, students and visitors and to always comply with the health and safety policy. • Some working flexibility will be required to meet the demands of this post. • To establish and maintain positive, constructive, and professional working relationships with staff, visitors, students, parents, and other professionals of the Trust. • To be aware of and comply with the codes of conduct, regulations and policies of the Trust and its commitment to Equality, Diversity and Inclusion. Act in a courteous way at all times in communications with both colleagues and all stakeholders. • To contribute to whole School and Trust events as and when required. • To develop self within the post, undertaking training/appraisal as appropriate to ensure that relevant knowledge and skills are updated to support the development of the school. • To carry out any other reasonable duties or requests of your Line Manager and/or Head of School, that are in keeping with this post or as may be determined from time to time by the Operations Manager, Head of School or CEO.

This job description reflects the principal accountabilities of the post holder and identifies the level of responsibility as which they will be required to work. In the interests of effective working, the major tasks may be reviewed on an annual basis to reflect changing business needs and circumstances. Such reviews, and any consequential changes, will be carried out in conjunction with the post holder. It does not form part of your contract of employment.

The 5 Dimensions Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. All posts are defined as Regulated Activity and therefore this post is subject to an Enhanced DBS.

Job Description



PERSON SPECIFICATION

ATTRIBUTE	Essential (E) or Desirable (D)	Assessment
Qualifications		
GCSE Maths & English A*-C (or equivalent)	E	A
Knowledge and experience		
Experience of working in an administrative function	E	A/I
Experience of working in a pastoral/wellbeing role	E	A/I
Either trained or currently training in mental health.	D	I
Understanding of mental health conditions that can impact the day-to-day life of adolescents.	E	A/I
Experience of working with students within an education setting	E	A
Previous experience of working within a school environment.	E	A/I
Skills		
Ability to work at pace with attention to detail	E	A/I
Excellent IT skills, including Microsoft office, Teams, etc	E	A/I
Ability to build good, effective working relationships with key stakeholders	E	A/I
Ability to communicate with a variety of staff at different levels	E	A/I
Ability to work independently and to use initiative	E	A/I
Ability to build professional relationships with students based on respect.	E	A/I
Highly organised with good organisational skills.	E	I
Personal attributes		
Demonstrate and adhere to 5 Dimensions core values	E	I
Adhere to GDPR guidelines and the Trust's internal procedures	E	I
Adhere to the Trust's Safeguarding and Prevent policy	E	I
Adhere to Health and Safety Policy	E	I
Commitment to own professional development	E	I/A
Commitment to keeping abreast of COSHH/health and safety legislation	E	I
Commitment to equality and diversity in the workplace	E	I

A = Application

I = Interview

T = Task/Activity

R = References

I confirm that I have received a copy of the above job description for this role.

..... Date

Signature