

**PERSON SPECIFICATION**  
**Learning Mentor**

Attributes	Essential	Desirable
Relevant Experience	<ul style="list-style-type: none"> <li>• Experience working with children/young people (1:1 and groups).</li> <li>• Supporting barriers to learning.</li> <li>• Delivering interventions.</li> <li>• Working with staff, parents and agencies.</li> <li>• Monitoring and reporting student progress.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in a mentoring role.</li> <li>• Experience in a school/college. SEND experience.</li> </ul>
Education and Training	<ul style="list-style-type: none"> <li>• Good standard of general education (GCSE or above), including English and Maths</li> <li>• Strong written and verbal communication skills</li> <li>• Confident use of IT systems and databases</li> <li>• Willingness to undertake further training relevant to the role</li> </ul>	<ul style="list-style-type: none"> <li>• Mentoring qualification.</li> <li>• SEND or safeguarding training.</li> </ul>
Special Skills and Knowledge	<ul style="list-style-type: none"> <li>• Understanding barriers to learning.</li> <li>• Safeguarding awareness. Supporting wellbeing and confidence.</li> <li>• Implementing interventions.</li> <li>• Knowledge of safeguarding, confidentiality and data protection</li> <li>• Ability to manage sensitive information</li> <li>• Knowledge of SEND</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of school systems</li> <li>• Multi-agency working knowledge.</li> </ul>
Personal Skills and Qualities	<ul style="list-style-type: none"> <li>• Excellent communication and interpersonal skills</li> <li>• Ability to work independently and as part of a team</li> <li>• Resilient and professional</li> <li>• Flexible and adaptable</li> <li>• Ability to use initiative and solve problems</li> <li>• Commitment to high standards</li> </ul>	<ul style="list-style-type: none"> <li>• Leading small groups.</li> </ul>
Additional Factors	<ul style="list-style-type: none"> <li>• Commitment to the aims and ethos of the Academy</li> <li>• Commitment to safeguarding</li> <li>• Flexible approach to working hours</li> <li>• Willingness to contribute to wider Academy life</li> </ul> <p>Build positive relationships</p>	