



Gloucestershire College is advertising this role on behalf of Gloucestershire Professional Services (GPS).

About the Role – Employment Details

Post Number	B005
Job Title	Student Wellbeing Mentor (SEND/Inclusion)
Salary	Scale 6 Point 26 -28 £28,935.23 - £30,311.86
Contract Type	Permanent - Full Time 37 hours per week
Campus	Gloucester
Department	Safeguarding
Reporting To	Mental Health and Wellbeing Lead Safeguarding
Holiday	27 days' annual leave, increasing to 32 days after 5 years', plus an additional 3 days during Christmas Closure
Pension	People's Pension – 4%-5% matched contribution

About the Role – Meet the Team

Gloucestershire Professional Services (GPS) is recruiting an experienced Student Wellbeing Mentor of young people to support and promote positive wellbeing amongst Gloucestershire College learners, especially those with SEND and additional learning needs. The role is to provide, in collaboration with the Student Support and Experience teams, support and signposting for students to improve their wellbeing and take ownership of their own wellbeing through independent strategies.

About the Role – Duties and Responsibilities

- To deliver group sessions focused on key themes, as well as 1:1 support for students, providing practical, non-therapeutic assistance to help them engage and succeed
- To work collaboratively across the college to ensure the effective implementation of support strategies within both classroom and wider college environments
- To maintain a thorough understanding of the College Safeguarding Policy to ensure any concerns or issues are promptly identified and reported to the Safeguarding Team.
- To maintain clear, accurate, and detailed administrative records of all sessions delivered
- To collaborate with the Mental Health Lead to design and deliver workshops and sessions that promote learner wellbeing, focusing on key areas such as mindfulness, resilience, and emotional regulation
- To promote well-being initiatives to staff and learners across all provisions, particularly those with high needs, through appropriate and effective communication channels
- To know and understand the EHCP targets for the learners you are working with
- To know and utilise the SEND strategies to use with these EHCP learners as outlined by the support teams



- Adapt 1:1 sessions, group activities and resources to meet the communication, sensory and learning needs of learners with SEND.
- Provide appropriate feedback to relevant teams to support the monitoring of EHCP outcomes and learner progress.

About You

Our Shortlisting Criteria

Essential	<i>Experience of working with and supporting young people aged 16 and above or experience in pastoral support roles.</i> <i>Experience in roles specifically supporting mental health and wellbeing</i> <i>Minimum GCSE English and Maths at Grade 4 or above – or L2 at functional Skills (or willingness to complete).</i>
Desirable	<i>Experience of working with young people with additional needs</i> <i>Functional Skills (or willingness to complete).</i> <i>A qualification or training in post-16 education</i> <i>Qualification or training in the safeguarding of young people.</i> <i>Mental health first aid (or willingness to complete)</i> <i>Ability to lead 1:1 and group sessions with learners</i> <i>Excellent communication and interpersonal skills. Able to quickly build rapport with colleagues across a large organisation.</i>

The Perfect Person for us will demonstrate

Abilities	– Able to make decisions under pressure in emergency situations – Excellent communication skills - ability to communicate with a diverse range of people – Excellent telephone manner – Capable of working with minimum supervision – Able to work to high standards and stay calm under pressure – Willing and able to deal with difficult customers – Able to organise time – effectively with a varied workload. – Ability to work accurately (attention_to_detail)
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Job Circumstances

- Able to travel between college sites (if required)
- Undertake any training required for the role
- Hold an Enhanced DBS check or be willing to undertake a check.
- This job description outlines the main duties at the time it was written. Tasks may change, but the role's overall nature and responsibility remain the same. These changes are normal and don't justify a change in the post's grading.

About the College – Our Expectations

- Take an active part in the Professional Development Conversations (PDC)
- Engage with all relevant Health & Safety regulations and assist the College in the implementation of its own Health & Safety Policy
- Actively promote the College's Equality and Diversity Policy
- Actively promote the College's Safeguarding Policy and Practices
- Support the College's sustainability policies and recognise the shared responsibility of carrying out duties in a resource efficient way
- Participate in enrolment
- Participate constructively in college activities and to adopt a flexible approach to your work.
- Undertake a first-aid qualification and participate in the first aid rota, as required.
- Undertake any other relevant duties as specified by your line manager commensurate with the level of this post

Safeguarding

At Gloucestershire College, we are committed to promoting the welfare and safeguarding of our young people and vulnerable adults. The College expects all students, staff and visitors to share this commitment. Safer recruitment practices are an essential part of this commitment.

If shortlisted, you will be required to complete a self declaration of any criminal record or other information that may make you unsuitable to work with children. This includes explaining any gaps in employment. Applicants will be required to disclose any cautions, convictions, reprimands or final warnings in line with the Rehabilitation of Offenders Act. The College is committed to the fair recruitment of ex-offenders in line with its policy and legal responsibilities.

Candidates will be asked to provide evidence of their right to work in the UK. Satisfactory references and online searches will also be completed as part of the safer recruitment process. The online search reviews publicly available information, including social media, to identify any concerns that may require further discussion. References may be requested either before interview, with consent, or following an offer of employment.

All successful applicants will be required to complete an enhanced DBS check appropriate to the role.