

# CANIDATE PACK

Behaviour Mentor



Start date:  
ASAP

Location:  
Tile Barn Road, St  
Leonard's-on-Sea,  
TN38 9QU

Part of

# Our Mission

Passionate about potential, we promise to realise the unique talents and abilities of the children and young people entrusted to London South East Academies Trust.

Ambitious for every child, we will work tirelessly to ensure that progression and their 'next step' is always in reach. We recognise and respect the diversity and strength that our different schools bring to our community, within the school and beyond.

Our mission is to create a network of outstanding schools that:

- Promote excellence
- Celebrate diversity
- Enable personal development and achievement
- Foster social value in their communities





# Our Vision

Our vision is to create a future where every child, in every school, can flourish every day.

- Give all children an inspirational school offer
- Ensure the educational achievement of every child and young person entrusted to us.
- Have a relentless focus on accelerating learning
- Reward ambition and high aspirations through all of our schools
- Maximise the strength of our diversity
- In areas of social and economic deprivation we will improve the life chances of children and young people
- We will actively challenge social inequality
- Create a diverse network of high performing schools



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The Trust's commitment to improving outcomes for some of the most vulnerable children in Surrey has been impressive and continues to make a significant difference enabling these boys to achieve and thrive.

”

*Maria Dawes - CEO, Schools Alliance for Excellence*

# Job Description

**Job Title: Behaviour Mentor**

**Salary: H19 to H22 on the LSEAT Harmonised Payscale**

**Contact Type: Term Time Only**

**Reporting To: HeadTeacher**

## About our vacancy

We are looking for a Behaviour Mentor to join our team. This is a permanent position, with an immediate start date.

We are seeking to appoint a Behaviour Mentor who is:

- Passionate about supporting pupils' emotional wellbeing and promoting positive behaviour across the school.
- Experienced in working with children or young people, particularly those with behavioural, social, or emotional needs.
- Able to lead by example, modelling calm, consistent, and positive behaviour at all times.
- Equipped with strong interpersonal and communication skills, able to build effective relationships with pupils, staff, and families.
- A resilient and organised individual, committed to maintaining high standards and supporting pupils through challenges.
- Someone who enjoys working collaboratively to create a safe, supportive, and inclusive learning environment for all.

We are the newly commissioned Alternative Provision in East Sussex for pupils who have been permanently excluded from school or are at high risk of permanent exclusion.

Our school is based across three sites: this post is for our Hastings site.

We are looking for enthusiastic, kind, caring, resilient and dedicated people to join our team.

We will offer induction training for new staff and provide ongoing CPD for our team in order to ensure we are at the forefront of educational thinking, with the children at the heart of all we do.

We are committed to safeguarding children; successful applicants will be required to undertake an enhanced DBS check.



# Job Description

## Main Purpose of the Job

- To give each young learner a feeling of increased self-esteem and self-worth at East Sussex Academy.
- To monitor the progress of the young learner across the curriculum and to ensure consistent and acceptable standards of work and behaviour.
- To evaluate the impact of the curriculum on the young learner and feedback this information to parents/carers, teachers and other professionals.
- To identify obstacles to personal progress and attempt to overcome them.
- To develop good relationships with young learners and their parents/carers.
- To work in partnership with teaching and support staff across all sites.

## Key Responsibilities of the Job Holder

Behaviour Mentors provide appropriate support and guidance for each young learner in their care. This will be based on personal knowledge of their circumstances, learning needs, achievements and aspirations.

Behaviour Mentors will work with a specific caseload of children. They will be expected to cover for other Behaviour Mentors as directed, take classes or small groups of learners and work in assessment and transition centres at our other sites (if required).

- Engage fully with learners in classrooms and by leading small groups, acting as a role model to lead to academic progress and social development.
- Work one to one with pupils to improve progress and achievement.
- Contribute to the development of policy and good practice in specific related areas.
- Act as lead specialist on practices which promote effective learning, e.g. Speech and Language, Enrichment, Inclusion.
- Ensure that the role contributes to raising standards and is a complementary role that enhances and extends existing provision in order to support learning, participation and encourage social inclusion.



- Provide advice to staff, parents, and other agencies on issues related to behaviour, social, mental health and emotional barriers to learning. As part of this role, to be prepared to visit homes to support attendance and inclusion.
- Establish productive working relationships with pupils, acting as role model and setting high expectations.
- Promote the inclusion and acceptance of all pupils within the classroom.
- Encourage pupils to interact and work cooperatively with others and engage all pupils with activities.
- Provide feedback to pupils in relation to progress and achievement.
- Support restorative practice strategies to improve pupil behaviour.
- Act as a pupil mentor to provide pastoral support.
- Record instances of interventions to improve behaviour and achievement.
- Liaise with Senior Leadership Team, Inclusion Managers and Teachers, SENCo, and other relevant staff regarding pupils who are of concern.
- To undertake any other reasonable duties, as requested by the Senior Leadership Team.
- Be physically fit and prepared to undertake positive handling training with all staff as required by the SLT.
- Be prepared to use, and support other staff, using positive handling techniques as a last resort in conflict management.

The scope of this profile reflects the needs of the academy at the present time; it is not intended to be a fully inclusive or exhaustive list. The post holder may therefore be expected to work flexibly and perform such other duties other than those given in the job description. The particular duties and responsibilities attached to the post may vary from time to time without changing the general character of the duties or the level of responsibility entailed. The profile will be subject to continuous review as the needs and requirements of the academy change over time.

# General Requirements

- Take on any additional responsibilities which might, from time to time, be determined.
- Safeguarding: Demonstrate a clear commitment to safeguarding and promoting the welfare of children and young people, adhering to all policies and statutory guidance, and reporting concerns promptly in line with our procedures.
- Equity, Diversity and Inclusion: Promote an inclusive culture that values diversity, ensures equality of opportunity, and challenges discrimination in all its forms.
- Health and Safety: Take reasonable care for your own health and safety and that of others, complying with all relevant policies, procedures and risk assessments.

STARS Values: Consistently model and promote the our STARS values, contributing positively to our culture and reputation. Sustainability: Support our commitment to environmental sustainability through responsible use of resources and sustainable working practices. This job description may be amended at any time following discussion between the Head Teacher, Senior Leader and member of staff, and will be reviewed annually.

The scope of this profile reflects the needs of the academy at the present time; it is not intended to be a fully inclusive or exhaustive list. The post holder may therefore be expected to work flexibly and perform such other duties other than those given in the job description.

# What we offer

- Friendly, enthusiastic, delightful pupils and students who teach us something new every day
- A committed and caring staff team who support and develop each other A proactive and supportive SLT who are actively mindful of workload
- A collaborative approach to planning and problem-solving
- A comprehensive induction and an ongoing extensive CPD programme
- Opportunities to develop your skills and talents
- Small class sizes with high staff/pupil ratio
- Free parking on site
- Advantages of belonging to a multi-academy trust, e.g. discounts on gym and wellbeing services, access to free and confidential Occupational Health and Employee Assistance Programmes
- Excellent Pension Schemes - Including employer contributions to the Teachers' Pension Scheme, Local Government Pension Scheme, or Nest.
- Professional Development - Access to high-quality training, leadership development, and career progression opportunities
- Employee Assistance Programme - Providing free, confidential support.
- Travel Support - annual season ticket loan and cycle-to-work scheme.
- Well-being and Lifestyle Benefits - including access to gym discounts, discounts in our in-house college restaurant, and reduced-price hair and beauty treatments.
- Free mortgage and financial advice - Get 15% off wills with Radnew and Mortgages.



  
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# Our Values

## **SUCCESS**

Success is for all. We create a culture of continuous improvement, encouraging all learners and staff to strive to be better, and succeed.

## **TEAMWORK**

We work together to maximise the talent and abilities of all, with our learners central to every choice we make.

## **ACHIEVEMENT**

We have ambition for our learners and staff so that they can achieve and exceed with courage, resilience and determination, realising their own unique potential

## **RESPECT**

We empower our learners and our staff to be respectful, to value diversity and to maximise this as a talent and strength.

## **SERVICE**

Our purpose is to serve our learners and our communities. Leaders at every level serve with integrity, ensuring our learners achieve and progress in society.

Attributes	Essentials	Desirable	Evidence
<p><b>Education, Training and Qualifications</b></p>	<ul style="list-style-type: none"> <li>• Good level of education to Level 2 or equivalent (including English &amp; maths)</li> <li>• Positive Handling qualification, or be willing to undergo training</li> </ul>	<ul style="list-style-type: none"> <li>• Specialist qualification in youth work or related field</li> </ul>	

Attributes	Essentials	Desirable	Evidence
<p><b>Experience and knowledge</b></p>	<ul style="list-style-type: none"> <li>• Experience in working with diverse groups, preferably in an educational setting</li> <li>• Experience of offering support, guidance and information to a diverse customer group</li> <li>• Knowledge and understanding of the issues affecting students</li> <li>• Experience of data inputting and data reporting</li> <li>• Knowledge of the internal and external services typically used by students and an awareness of any appropriate referral procedures</li> <li>• Experience of using a student tracking system</li> </ul>		

Attributes	Essentials	Desirable	Evidence
<p><b>Skills and Abilities</b></p>	<ul style="list-style-type: none"> <li>• Excellent front line customer service skills – patience, tact, sensitivity and good humour</li> <li>• Proven initiative and creative problem solving skills</li> <li>• An ability to relate to, and empathise with, students and backgrounds</li> <li>• Ability to communicate with a wide range of individuals including students, staff at all levels and external organisations, both verbally and in writing</li> <li>• A working knowledge of Microsoft Office packages, including Word, Excel and Outlook.</li> <li>• The ability to summarise information and highlight key features</li> <li>• Be able to deal with people in a calm and courteous manner</li> <li>• The ability to work under pressure and to deadlines both independently and as part of a team</li> <li>• The ability to work with discretion and maintain confidentiality</li> <li>• The ability and skills to be able to drive and make home visits</li> </ul>		

Attributes	Essentials	Desirable	Evidence
<p><b>Other Qualities</b></p>	<ul style="list-style-type: none"> <li>• Well-organised and able to work autonomously</li> <li>• Proven ability to motivate and inspire others</li> <li>• Strong problem solving capabilities</li> <li>• Effective presentation skills</li> <li>• Professional and approachable</li> <li>• Demonstrable teamwork</li> <li>• Tactful and diplomatic</li> <li>• Ability to work on own initiative and under pressure</li> <li>• Flexibility in approaching work situations</li> <li>• Personal integrity and honesty</li> <li>• Ability to work confidentially</li> <li>• A commitment to continuous professional development at both personal and team levels</li> </ul>		

# How to apply

If you wish to discover more about this exciting opportunity, request a copy of this candidate pack or an application form please contact:

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