

Job description

Job Title: Mentor – On Track Programme
Location: Head Office

Hours: up to 15 hours (Sessional)

Grade: £17.50 per hour

Service: Friendship Works

Reports to: Head of Service Delivery

1. Principal Accountabilities:
2. Provide quality one-to-one mentoring for children and young people age 10-18 in Camden and Islington who have special educational needs (SEN) and are at risk of school and/or social exclusion.
3. Focus on supporting transitions for young people aged 10-13 (school years 6-8) by increasing young people's confidence and self-esteem by broadening their horizons through access to new opportunities and helping them to integrate better in their community.
4. Undertake reviews with children/young people and their families at required intervals
5. To work positively with colleagues and the statutory sector to ensure an appropriate multi-agency approach and to empower young people to speak for themselves
6. Maintain contact with families as part of FW commitment to safeguarding
7. To be able to evidence Family Action's values at all times, which underpin Family Action's mission of 'building stronger families' by:
 - a) Being people focused
 - b) Reflecting a 'can do' approach
 - c) Striving for excellence in everything we do
 - d) Having mutual respect for everyone we work with, work for and support through our services
9. To ensure you have an understanding (appropriate to your role) of, and comply with Family Action's procedures for promoting and safeguarding the welfare of children and vulnerable adults.

10. To comply with Family Action's Diversity & Equality Policy and our Ethical Policy in every aspect of your work and positively promote the principles of these policies amongst colleagues, service users and other members of the community.

11. To comply with Family Action's Health and Safety Policy, Data Protection Policy and to protect your own and others' health, safety and welfare.

12. To work flexibly as may be required by the needs of the service and carry out any other reasonable duties as required.

Person Specification - Mentor

1. A relevant professional qualification/training (e.g. MA or diploma in counselling/psychotherapy, Degree or Diploma in Social Work, CQSW, Level 6 or above qualification in youth work), or
2. Extensive recent experience of working with children, young people and families in a school or social care setting.
3. Knowledge and experience of child protection issues and procedures.
4. Ability to deliver child focused assessments
5. A good understanding of child development and attachment and resilience theories and their use in practice.
6. Experience of working effectively in a multi – agency setting with an emphasis on working with schools and education to facilitate and support positive change.
7. A working knowledge of Microsoft Office, e-mail and internet including use of databases
8. Excellent organisational skills and experience of managing a busy workload effectively
9. Excellent communication skills both verbally and in writing
10. The ability to relate to people from a wide range of backgrounds and to adapt communication styles appropriately.
11. An understanding of and commitment to equal opportunities and diversity
12. A commitment to promoting and providing child centred services
13. To be able to evidence Family Action's values at all times, which underpin Family Action's mission of 'building stronger families' by:
 - a. Being people focused
 - b. Reflecting a 'can do' approach
 - c. Striving for excellence in everything we do
 - d. Having mutual respect for everyone we work with, work for and support through our services

Desirable

- Knowledge and / or experience of working with young people with Special Educational Needs.