



Teaching and Learning Mentor

Job Description & Person Specification

BeyondAutism Post-19

December 2023

Registered Charity No. 1082599

020 3031 9705

beyondautism.org.uk

 **BeyondAutism**

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About BeyondAutism

We are experts in delivering autism education services from pre-school to 25. BeyondAutism is a non-profit organisation, driving change in the world of autism education to ensure autistic children and young adults access an education which empowers a life full of choice, independence and opportunity. We do this by creating positive educational experiences, training for the professional team around a child, and information, resources and support for families and carers.

Our services:

We deliver rapid and sustained outcomes in our Early Years' service by working with parents and children together. Empowering parents to feel resilient and confident in meeting the needs of their child leads to aspirational, informed choices creating a positive and successful step into primary education.

Our schools and Post-19 service have a specialist curriculum that ensures sustained success beyond the age of 25, setting children and young adults up with the skills and independence to lead a life of their choosing. Children with an EHCP are up to six times more likely to be excluded for a fixed period or permanently than pupils with no special educational needs.¹ The majority of these pupils will have autism alongside other communication and learning difficulties.

We're activating networks and building local capacity with our solution focused Outreach team; and our unique Fast Responder service is working at the point of crisis to change the national picture and reduce school placement breakdown.

Our values

At BeyondAutism we are:

Dedicated to delivering excellence

Developing expertise, outstanding services and positive engagement, always seeking to go above and beyond expectations.

Committed to Behaviour Analysis, underpinned by the science of Applied Behaviour Analysis and Verbal Behaviour

Contributing to research and ensuring our staff continually develop and share best practice that ensure aspirational outcomes are achieved for autistic individuals.

Respectful

Embracing diversity, showing integrity, acting with compassion and always treating people with dignity.

Proud to challenge

Listening, changing thinking, shifting attitudes and educating.

Job overview

- As a Lead Teaching and Learning Mentor you will be supporting autistic young adults aged 19-25, delivering outstanding education that empowers a life full of choice, independence and opportunity
- You will develop the communication, independence and daily living skills of learners making a direct impact on the quality of life for our students
- Under the supervision of a Behaviour Analyst, you will be working as part of an experienced interdisciplinary team providing training to Teaching and Learning Mentors

What we can offer you

You can find a very rewarding career with BeyondAutism. As well as being part of a team delivering life-changing services, we offer multiple and generous benefits to employees.



Pension scheme *

We offer a competitive pension scheme via salary exchange of 3, 4 or 5% and match your contribution.



Term-time only roles

We have a number of jobs in term time only, perfect for those returning to work after a career break or for parents with young children.



Season ticket loan *

We can loan you the cost of your season ticket, repaid through monthly salary deductions for the period of the season ticket or less. Maximum period 12 months. Maximum loan £5000.



Bicycle loan *

We can loan you the cost of purchasing a bike for the purpose of cycling to work. Up to a maximum value of £1000, repayable over a period of 12 months or less.



Continuing Professional Development (CPD)

Further education opportunities including Masters, RBTs, diplomas and certificates; and opportunities for membership for relevant professional bodies.



Professional Membership fees

Reimbursement of the cost of annual professional membership fee where continued membership registration is a requirement of your role.



Onsite counsellor

One counsellor working across our sites offering confidential 1:1 counselling sessions.



Perkbox

Access to an online perk scheme which gives you your pick of over 200 great discounts and freebies such as a free monthly hot drink from Cafe Nero, discounts on high street shopping and great price cinema tickets.



Employee Assistance Programme

Free access to a 24/7 confidential counselling support, including opportunity for face-to-face support.



Employee Referral Programme

Generous £400 thank you payment when you refer somebody into one of our open vacancies.



Eyecare vouchers

Vouchers to cover the cost of an annual eye examination and single-vision spectacles, if needed.

Benefits marked with (*) are contractual benefits open to staff who have been in post for three months or more.

About the role

Key tasks

- To use Essentials for Living and Preparation for Adulthood framework to teach lessons.
- To plan, resource and deliver small teaching groups or hub community-based learning.
- To establish a rate of learning for each student within the hub and to update their termly progress table.
- To conduct half termly audits on student evidence files (with support of the Instructor and Behaviour Analyst)
- To write student targets (with support of the Instructor and Behaviour Analyst).
- To provide training as directed by Senior Management.

Classroom support

- To provide cover and behavioural support as needed and directed by the Instructor or Behaviour Analyst.
- To support the instructor in the day-to day management of the hub, including individual timetables, small group teaching and community-based learning.
- To contribute to the organisation of the hub resources and to ensure that the hub always remains tidy
- To arrange, set up daily teaching sessions and deliver small group teaching within the hub each day and to monitor that Teaching and Learning Mentors are using the teaching materials provided to enrich their student's educational experience.
- To create and plan creative and fun new activities for the students and model good practice within the teaching.
- To plan and organise student focus activities and community-based learning in liaison with Teachers and Teaching and Learning Mentors.
- To monitor general health and safety within the classroom, rectifying any concerns or reporting to Health and Safety Officer / Site Manager as needed.

Community learning

- To maintain and update the community timetable for the hub.
- To ensure community risk assessments are in place and updated for each scheduled community activity.
- To lead and facilitate community outings.
- To ensure community outings are educationally beneficial and enriching to the student learning experience.

Curriculum

- To support the Instructor with the delivery of curriculum groups.
- To support the Instructor and the Behaviour Analyst with student assessment and report writing.
- To develop a good understanding of the assessments being used within Post-19.
- To collect and support with the teaching of ESFA approved qualifications and monitoring the quality of evidence.
- To support with the wider curriculum, including ensuring that evidence is recorded for all special events, student focus events and student views for annual reviews.

Additional/general

- Safeguarding the security, safety, and wellbeing of students always during Post-19 hours, in the hub and out in the community reporting any concerns in accordance with the Safeguarding and Child Protection Policy.
- To understand, adhere to and actively implement all the policies and procedures of Post-19 at all times.
- To actively participate in staff meetings and staff training sessions.
- To develop knowledge of autism including the effect on students and their families.
- To demonstrate a thorough knowledge of Behaviour Analytical procedures and practice.
- To complete a level 3 Teaching and Learning Qualification.
- To undertake additional tasks as directed by the Head of Post-19, Deputy Head, Consultant Behaviour Analyst or Behaviour Analyst.



What you will bring to the role

We are looking for passionate and dedicated people who want to make a truly positive impact on autistic peoples' lives. Working as part of a team you will provide excellent teaching to autistic students, shaping their educational journey.

	Essential	Desirable
Education & qualifications	<ul style="list-style-type: none"> Educated to A Level or recognised child care qualification 	<ul style="list-style-type: none"> Psychology Degree (honours) Teaching qualification
Specific knowledge, experience and technical skills	<ul style="list-style-type: none"> Experience of Behaviour Analysis – and have passes in all appropriate competencies above 90% Good standard of literacy and numeracy skills Willingness to learn new methods of teaching autistic adults Understanding of and commitment to equality of opportunity within an inner-city, special needs environment Commitment to undertaking further training and professional development, including but not limited to Level 3 Teaching and Learning Qualification 	<ul style="list-style-type: none"> Knowledge of Psychology Knowledge of FE Curriculum At least 1 years' experience as a Teaching and Learning Mentor
Personal attributes	<ul style="list-style-type: none"> Ability to work in a pressured environment and adaptable to working in any hub Flexibility and personal skills to adapt to different students and their needs Reflective practitioner Ability to work as a member of a team, to lead, guide and coach team members Professional attitude – including professional dress code Good communication and interpersonal skills - ability to communicate effectively with students, parents and staff The ability to establish a rapport with people (including young adults, parents, staff and managers) The ability to demonstrate tact and diplomacy Understanding of and commitment to Post-19's Safeguarding and Adult at Risk Policy Physically and emotionally resilient in order to work with autistic young adults who may present with behaviours that challenge Passionate and committed to the skill development of the students within Post-19 Patient, a calm demeanour and an empathetic nature Ability to follow directions and implement training received in a timely manner A positive attitude towards Behaviour Analysis and its use within Post-19 	<ul style="list-style-type: none"> Work-based experience in a high-pressure service-based setting Long-term ambition for internal progression Passion for Behaviour Analysis Passion for teaching autistic young adults

SALARY SCALE:	£24,490
HOURS:	37.5 hours per week (term-time only)
ACCOUNTABLE TO:	Head of Post-19
LINE MANAGER:	Behaviour Analyst
LOCATION(S):	Wandsworth and Hammersmith, London
PROBATIONARY PERIOD:	Four months (16 working weeks)
HOLIDAY:	The student year is approximately 40 weeks. All project closures are non-working days (approx. 11 weeks) .
HOW TO APPLY:	<p>We have engaged with an external partner to manage the recruitment process for this role and your application. To apply, please visit the link below or get in touch directly:</p> <p>applicant.recruit-better.com/jobs/beyondautism</p> <ul style="list-style-type: none">• Email: beyondautism@cohesionrecruitment.com• Phone: 0203 827 0730

If you would like to know more or ask a question please email beyondautism@cohesionrecruitment.com.

BeyondAutism is proud to be an equal opportunity workplace. We are committed to equal employment opportunity regardless of ethnicity, religion, sex, sexual orientation, age, marital status, disability or gender identity.

BeyondAutism is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced disclosure will be conducted for the successful applicant.

