

PERSON SPECIFICATION

POST: Mentor

FUNCTIONAL AREA	DETAILS	E*	D*
<p>ATTAINMENT Relevant qualifications (or equivalent) training</p>	<ul style="list-style-type: none"> Possession of a teaching qualification or equivalent 	√	
<p>EXPERIENCE AND UNDERSTANDING Experience and specific knowledge required for this post</p>	<ul style="list-style-type: none"> Minimum 2 years experience of working with KS3/ KS4 aged pupils Minimum 2 years experience of working with disadvantaged /NEET young people Knowledge and understanding of issues influencing young people and their behaviour Knowledge of awarding body requirements Knowledge and understanding of the philosophy of good practice and current initiatives in education Experience of accreditation, moderation, verification and examination procedures Experience of working with small groups and individuals in a learning environment Experience of delivering maths and English at GCSE level or equivalent 	√ √ √ √ √ √	√ √ √ √
<p>APTITUDES Skills and abilities for effective performance</p>	<ul style="list-style-type: none"> Computer literate Computer literate in word, excel and PowerPoint Excellent organisational skills 	√ √ √ √	√

	<ul style="list-style-type: none"> • Ability to exercise tact, diplomacy and sensitivity when faced with challenging situations • Excellent communication skills particularly writing and presentation skills • Ability to work to deadlines • Ability to motivate and inspire others • Ability to solve conflict • Ability to plan effectively and work methodically with a strong commitment to detail and accuracy • Ability to plan and produce innovative schemes of work and lesson plans 	√ √ √ √ √ √ √	
PERSONAL ATTRIBUTES Disposition and characteristics relevant to the job	<ul style="list-style-type: none"> • To be creative and innovative with planning and delivery of lessons • Commitment to the vol/com sector • Good sense of humour • Ability to work under pressure • Willingness to undertake further training • Willingness to attend local, regional and national events/seminars/conferences 	√ √ √ √ √ √	√
CIRCUMSTANCES Special demands of the job that have direct impact on performance	<ul style="list-style-type: none"> • Full driving licence and access to motor vehicle • Flexibility to work the occasional weekend/evening work 	√ √	