

## **Academic Mentor Job description**

### **Purpose of the role**

The Academic Mentor role is a government initiative in direct response to the Covid-19 pandemic. Academic mentors will play a key role in helping the most disadvantaged pupils access high-quality tuition designed to enable them to make accelerated progress towards their expected level of attainment. Academic mentors will be trained through the Education Development Trust to deliver subject-specific tutoring with individuals or, more often, small groups of up to 6 pupils.

### **Main Duties and Responsibilities**

- To work under the guidance and support of the Senior Leadership Team in mentoring pupils both in and out of the classroom setting.
- To contribute to the analysis of English and Maths assessment data to identify learning gaps and help to shape a bespoke intervention programme for pupils.
- To communicate with class teachers and pastoral staff to ensure a good knowledge of potential barriers to each pupil is known.
- To deliver engaging sessions with clear learning objectives to support a range of learning styles.
- To differentiate sessions in line with pupils' ability, taking into account any barriers to learning or additional needs,
- To model, encourage and promote positive attitudes amongst pupils and manage behaviour appropriately.
- To maintain accurate records of all mentoring strategies, deriving measurable outcomes from sessions to track progress.
- Attendance at staff briefings and INSET activities where relevant.
- To uphold and actively support the school's policies and procedures.
- Undertake any other duties which might be reasonably be regarded as within the responsibilities of the post, subject to the proviso that any changes of a permanent nature shall be incorporated into the job description.

### **General**

Individuals have a responsibility for promoting and safeguarding the welfare of children and young people he/she is responsible for or comes into contact with.