



Youth Mentor / Outreach Development Tutor

Purpose:	To mentor and support young people in Alternative Provisions (AP) and Pupil Referral Units that are at risk of gang-affiliation and/or becoming NEET, to remain and succeed in education.
Location:	Pan-London
Contract type:	Full-time, all year round
Contract length:	12-month fixed-term
Start date:	Immediate
Salary:	Up to £28,000 (dependent on experience)

The Write Time is offering outstanding individuals the opportunity to join our team as an Outreach Development Tutor. We are looking for an experienced person who can deliver personal development and qualification-based courses.

The role will involve working in Pupil Referral Units and Alternative Provisions with Key Stage 4 students, mentoring, delivering workshops/sessions for learners that are relevant, engaging, and related to work preparation, and employability programmes that are accredited. The role is suited for someone that has a strong background in mentoring challenging learners to achieve positive destinations.

It is The Write Time's belief that people will not achieve their learning potential when both social and emotional needs are not being met. As a result, we work very closely with other parties (local authorities, social services, referring schools, etc.) to provide an educational and social environment in which our students can flourish; emphasising not just statutory duties, but giving equal weight to prevention and early intervention to address social, emotional and behavioural difficulties.

Do you have what it takes to join The Write Time and help shape the future of some of London's most hard-to-reach people? In order to apply for this, post you will need:

Essential:

- A minimum of a Level 2 qualification/Grade C in English Language
- 2 years' experience in working with vulnerable learners
- To be experienced and talented working with challenging young people and adults from a variety of backgrounds, and to have a track record of success in engaging this client group to achieve positive destinations
- An ability to complete paperwork efficiently and on time

- To be a strong user of ICT-based software including MacOS
- To be a competent coordinator and motivator
- To be dynamic, creative, energetic, positive, and willing to communicate ideas appropriately

Desirable:

- Experience with stakeholder management (including school headteachers and teachers, and parents of students)
- Experience of completing compliance paperwork (i.e. for European Social Fund contracts)

If you would like to find out more information about the job, please contact Melissa Clark at melissaclark@thewritetime.org.uk.

We are looking to employ someone immediately and will be interviewing candidates on a rolling basis.