

Schools Intervention Programme Coach Job Description

Salary

Negotiable based on experience (£80-120 per day)

Accountable to

School Intervention Programme Manager

Contract

Sessional/Freelance

Working Hours

10am-3pm

About Us

TransformUK was birthed from a local East London church, Shoreditch Tabernacle Baptist Church (STBC). TransformShoreditch is the pilot project of TransformUK and is a partnership between STBC and TransformUK. The project serves the community of East London by delivering a range of projects for families, those who are vulnerable and young people.

We are motivated by following the example Jesus gave us to love our neighbours and serve the poor and needy in our society. We look to demonstrate Gods love in real, practical, transformational ways. We do this using an inclusive approach with anyone being able to join the movement to bring about transformational love from any faith background or none. We do not deliver religious programmes, we simply demonstrate love in ways that actually make a difference; excellent programmes delivered by exceptional staff!

We believe that love can transform every individual and the communities they are in, no matter what circumstances and challenges they face. We call this 'Transformational Love'. We have established the following programmes to tackle disadvantage and disengagement so that every individual can experience genuine love and real positive change to their life circumstances and we have seen incredible examples of this in the last few years.

TransformCommunities; a range of community projects responding to local need in partnership with local churches - tackling poverty at the grassroots.

TransformEducation; high quality alternative provision and interventions - improving life chances for the most disengaged

TransformEnterprises; establishing local community enterprises & international partnership projects - creating real employment opportunities

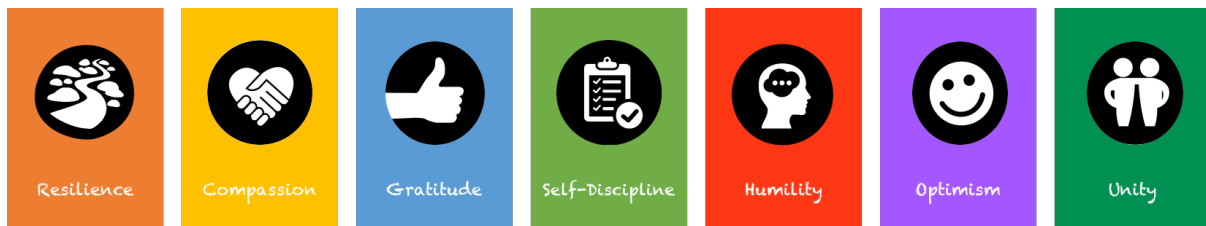
TransformShoreditch is in an exciting time of growth, in fact, we often are due to the fast paced and ever changing nature of how we work! With our education programmes for some of the most disengaged and disadvantaged students in East London our ever growing youth club provision, our new music studio, projects for those who are homeless, vision to develop new initiatives and our awesome space we are now in need of a fantastic person to help organise us! We have secured various contracts and funding which require support with monitoring and reporting and we are keen to release capacity of our delivery team by improving the administration support.

All of our programmes aim to raise emotional and social intelligence and, where appropriate, are underpinned by our Character Education Framework which aims to develop the below Character Strengths. We encourage our staff, volunteers and all project participants to develop in these

behaviours and attitudes and to not only own any past struggles or adversity but use these to propel their future success!

About The Role

The Student Intervention Coach will support our Education Programmes team in the delivery of outstanding bespoke intervention for students at risk of exclusion. Through a range of mentoring and coaching approaches, mostly in 1:1s, you will ensure excellent outcomes for students. Progress made will mainly, although not solely, be assessed and monitored using our seven Character Strengths:



Main responsibilities

Manage a caseload of students and deliver high standards of coaching and mentoring in both one-to-one and group sessions, for students with a variety of concerns and/or at risk of being excluded.

- Coach and Mentor assigned students, preparing and delivering sessions to students of different ages and abilities.
- Monitor student progress, assessing achievement in accordance with agreed TransformUK policy.
- Report on progress to Managers, Partnerships and Parents/Guardians, in line with agreed TransformUK procedures.
- Meticulously record student attendance, as per agreed TransformUK procedures.
- Manage student behaviour in group settings and elsewhere on the TransformUK premises, in line with agreed TransformUK policy and procedure.
- Work in accordance with Lone Working Policy when offsite in school's or other educational settings.
- Play an active role in the pastoral work of the TransformUK, including referral to external agencies, with a view to effectively supporting students on an individual basis through academic and/or personal challenges.
- Liaise as appropriate with other professionals, where necessary.
- Attend and participate actively in meetings as required, including parents'/carers' evenings and CPD events.
- Implement all necessary policies, procedures and risk assessments
- Ensure specific outcomes of all funding contracts are met and reported on where necessary

- Demonstrate a commitment to own continuing professional development, through participation in appropriate training and development.
- Maintain awareness of and comply with all relevant policies and procedures – particularly any matters relating to Confidentiality, Safeguarding, Health & Safety or Equal Opportunities.
- Undertake any additional duties or responsibilities, commensurate with the scope and grade of the post, as reasonably directed by Director & CEO.

About You

Essential - E

Desirable - D

Qualifications

1. Coaching/Mentoring/Youth Work Qualification or least two years relevant experience or a relevant qualification - *E*
2. Educated to GCSE level or above - *E*
3. Record of appropriate Continuing Professional Development - *E*

Experience

4. Proven experience of evidencing progress made in the development of young people
5. Proven experience of successful strategies to address under-achievement and manage/change behaviour.
6. Proven experience of on-going commitment to own Continuing Professional Development.
7. Proven experience of successful team working.

Knowledge and Understanding

8. Understanding of and commitment to the TransformUK vision and ethos to bring 'transformational love to the poorest parts of the UK'.
9. Understanding of education system and models
10. Understanding of partnership model of TransformShoreditch
11. Understanding of the needs of students on roll at TransformUK
12. Understanding of Character Education curriculum and the key elements of outstanding one-to-one and group sessions.
13. Understanding of inclusion and effective strategies for meeting individual student needs.
14. Understanding of the importance of good operational systems
15. Understanding of the need for and commitment to the importance of flexible working across the whole staff team

Skills and Qualities

16. Effective communication and leadership skills
17. Strong interpersonal and relationship building skills
18. Organised and structured approach to completing tasks
19. Good command of standard software packages commonly used in school administration
20. A positive attitude to work and life with a sense of humour
21. Proactive engagement in developing Character Strengths as defined in our framework (optimism, humility, self-discipline, gratitude, resilience, unity, compassion).

We are extremely flexible in the way we work and are keen to hear from a diverse range of candidates so please do get in touch if you would like to ask any questions regarding the role or application process. You can contact Dominy Roe, our Director by emailing dominyroe@transformuk.org.uk