

# Job opportunity Mentor / Learning Support Assistant Horizon Project

[www.WestKentYMCA.org.uk/job](http://www.WestKentYMCA.org.uk/job) | [Jobs@WestKentYMCA.org.uk](mailto:Jobs@WestKentYMCA.org.uk)

**Term time only | 4-5 days a week | Permanent role  
Based in Tonbridge or Tunbridge Wells  
Competitive salary [+ pension + health]**

**An exciting opportunity for an enthusiastic, inspiring, capable person to join our talented team at YMCA West Kent. In this vital role, you will help support trainees to overcome barriers to learning and achieve their personal goals**

## Job Purpose

- In each Horizon Project centre, support 1-3 specific trainees aged 13 to 25 who have Additional Educational Needs (AEN) and an Education Health & Care Plan. Support them as they undertake an individualised bespoke training programme in more than one venue.
- Support any other trainees that need extra 1:1 tuition.
- Work with colleagues to respond to specific needs of these trainees in the workshop and during their personal & social development training - enabling their inclusion in all activities.

## Accountability

- Employed by West Kent YMCA.
- Accountable for health & wellbeing of AEN trainees in conjunction with keyworker & tutors.
- Supervision provided by Horizon Project Manager.

## Key tasks

- Work with AEN trainees to understand their needs and respond appropriately.
- Help to ensure their work and portfolios comply with City & Guilds and NPTC standards.
- With colleagues, assist trainees with their personal & social development including formalising some aspects through the LASER qualifications and Duke of Edinburgh Awards.
- Oversee their work experience activities.
- Act as a positive role model.
- Provide reports as necessary to the Project Manager.
- Carry out any other tasks, commensurate with the purposes of the post, on the direction of the Project Manager, or Chief Executive.

Post subject to an enhanced Disclosure and written references

YMCA enables people to develop their full potential in mind, body and spirit. Inspired by, and faithful to, our Christian values, we create supportive, inclusive and energising communities, where young people can truly belong, contribute and thrive.

SUPPORT & ADVICE

ACCOMMODATION

FAMILY WORK

HEALTH & WELLBEING

TRAINING & EDUCATION

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[www.WestKentYMCA.org.uk](http://www.WestKentYMCA.org.uk) | Company Limited by Guarantee No 2512960 | Registered Charity No 803529

Registered Office - Head Office, YMCA Ryder House, 1-23 Belgrave Road, Tunbridge Wells, Kent TN1 2BP

## Person Specification

### Essential

- Learning support experience of working with young people who have challenging behaviour
- Knowledge and experience of working with young people who have AEN, learning needs and/or traumatic backgrounds, or be willing to learn
- Reliable with a flexible and patient attitude
- Driver and access to own car
- Christian or supportive of the Christian ethos of the YMCA

### Desirable

- Knowledge of issues affecting young people e.g. substance misuse, family breakdown, homelessness, mental health, learning or physical disabilities, school exclusion
- Health & Safety knowledge
- Experience of working in a caring supporting environment with young people
- Experience of vocational training - construction/carpentry
- Experience of youth work, social work, support work, teaching or similar [paid or voluntary]
- Minibus driver or willing to be trained

### To apply / find out more

See [www.WestKentYMCA.org.uk/job](http://www.WestKentYMCA.org.uk/job) or

email [Jobs@WestKentYMCA.org.uk](mailto:Jobs@WestKentYMCA.org.uk) or

Call Karen 01892 542 209 or

Text LSAM to 07941 388 852

CVs are not considered

References & DBS essential



WEST KENT  
YMCA

YMCA  
WEST KENT



### Our Vision

Young people in need are equipped and empowered to build their future.

### Our Mission

We are a local Christian charity committed to helping young men and women, of all faiths or none, particularly at times of need.

Our mission is to do this by providing the foundation that young people need, including:

- A safe and secure place to live
- A safe and supported place to learn
- A great environment in which to develop and grow, and
- An excellent standard of complete support, designed for and with young people

We aim to be the best provider of these young people's services and will work with partners who share our values and aspirations.

### Our Values

We strive to be:

<b>Inclusive</b>	<b>Caring</b>
<b>Ambitious</b>	<b>Honest</b>
<b>Inspiring</b>	<b>Empowering</b>
<b>Committed to sustainability</b>	