

**LIGHT UP LEARNING IS HIRING:**

MENTOR (Maternity Cover)

**APPLICATION PACK**

Please email completed application forms to: [recruitment@lightuplearning.org](mailto:recruitment@lightuplearning.org)

**Application timeline:**

**Applications close: 11th July 2024, 12 noon**

**Interviews: July 24th & 25th 2024**

*If you are passionate about young people and are committed to making a difference in their lives, we want to hear from you!*

*Are you passionate about redressing social inequality, and do you have a love of learning?*

*Would you like to join a supportive, inclusive, collaborative team?*

**Background**

Light Up Learning is a registered Scottish Charitable Incorporated Organisation, providing a unique form of one-to-one, interest-led mentoring for high school students in Edinburgh, the Lothians and the Borders who have experienced disadvantage. The organisation was founded in 2015 and now operates in partnership with 9 schools, with three more lined up for the next school year.

Light Up Learning aims to address both equality and access issues in education, and disengagement in the traditional classroom setting, by creating low-stress, supportive, and playful learning environments for young people who have experienced disadvantage. We place each student in charge of their own learning and give them the resources, opportunities, and contacts they need to achieve their potential. For more information on the organisation’s history and mentors, and to read about the inspiring success of our mentees, please visit our website: [www.lightuplearning.org](http://www.lightuplearning.org).

1. **Mentor (Maternity Cover)**

Light Up Learning is looking to recruit new mentors to cover maternity leave in the following schools: Castlebrae Community Campus & Craigroyston High School.

Although, this is a maternity cover post we are in an exciting growth phase and would likely have more hours and other locations to other staff in the future.

* Pay: £13.21 an hour
* Location: Edinburgh
* Hours: Part-time, 15 hours a week
* Leave: Term-time working (39 weeks), school holidays
* Probation: 3 months
* Pension: auto-enrolment

**What We’re Looking For:**

We’re looking for creative, passionate, experienced Mentors to join our small, dedicated team. Reporting to the Head of Mentoring, the successful candidates will be tasked with mentoring up to 10 students (depending on availability): they will facilitate student-led earning by developing activities based around individual student interests and by guiding the young people as they take charge of their own learning, through self-directed projects.

Successful candidates will also be expected to do some related administrative tasks, take part in evaluation exercises, and contribute to community and team meetings and events.

**Key Tasks:**

* Mentor up to ten students, 50 mins a week per student
* Write regular reflective reports on mentoring sessions and track student progress
* Liaise with school staff, parents, and community members as needed
* Contribute to monthly meetings with the Mentoring Team
* Take responsibility for reporting Child Protection concerns

**Person Specification**

|  |  |  |
| --- | --- | --- |
|  | Essential | Desirable |
| Education | * Recognised and relevant professional qualification or demonstrable relevant other experience | * Demonstrable commitment to Child Protection issues and procedures. |
| Experience, Knowledge and Expertise | * Demonstrable experience working with young people * Demonstrable experience in communicating and building relationships with young people. * Understanding of equalities issues and experience of working in the third sector * An understanding of equalities issues specifically in relation to access to education | * Experience in developing and nurturing key partnerships * Has worked within schools before and knows the school structure. * Experience with reporting on progress |
| Personal attributes | * Commitment to the aims and values of Light Up Learning * A demonstrable passion for working with young people and for learning. * Forward thinking and able to work closely with other roles in the organisation to build the LUL community in a collaborative, effective and sustainable manner * A demonstrable commitment to the values and enactment of equality, diversity and inclusivity * Ability to take initiative, dependability, flexibility and resourceful * Ability to function independently and as part of a team | * Open and friendly, comfortable talking about LUL to people from all walks of life * A flexible approach to the role, responsibilities and tasks. |

**Who are we looking for?**

It could be you!

Above all, we are looking for someone with the right personal skills, and with enough experience, to be able to keep our programme running smoothly.

*By the way,* when you are thinking about your experience, remember that we are interested in all of your experience, including in any voluntary as well as paid work you have done. We are interested in you as a person - there are many ways in which you might have prepared for this role up to this point.

If you have any questions about the role, please email [recruitment@lightuplearning.org](mailto:recruitment@lightuplearning.org)