



North East
Learning Trust

WE'RE LOOKING FOR

A **BEHAVIOUR UNIT**

FACILITATOR

TO JOIN OUR TEAM



Behaviour Unit Facilitator

Required for September 2019

SCP 5 - 6 (£18,795 - £19,171) actual salary £15,731 - £16,046

Maternity cover, 37 hours, Term time only

We are looking for someone who can:

- Take a lead role in the daily running of the Behaviour Unit
- Work on a 1:2:1 and small group basis with the aim to improve classroom behaviour
- Use specialist skills, training and experience to de-escalate student behaviour
- Support students learning, behaviour, emotional needs and confidence
- Undertake administrative support linked to the pastoral team.

You will need to:

- Have the ability to build a positive rapport with students and act as a role model
- Be motivated and dedicated to provide outstanding support to students.
- Have experience working with children

Deadline:

Friday 26 July 2019

Shortlisting will take place on Monday 29 July and interviews will take place week commencing 12 August 2019.

All visits to the school are warmly welcomed.

Please contact **Jade Hutton** on **01670 822625** to arrange a visit.

How to apply:

Application forms should be completed and returned with a supporting letter of no more than two sides of A4 to jade.hutton@bedlingtonacademy.co.uk or by post to Jade Hutton, Bedlington Academy, Palace Road, Bedlington, Northumberland, NE22 7DS.



Job description

Responsible to

Inclusion Manager

Job purpose

To take the lead role in the day to day operation of Behaviour Unit

Duties and responsibilities

- To take a lead role in the daily running of the Behaviour Unit
- To use specialist skills, training or experience to de-escalate student behaviour
- To use specialist skills, training to experience to support students learning, behaviour, emotional needs and confidence
- To develop a good rapport with students and act as a role model
- To ensure that students are provided with relevant work for their time within the Behaviour Unit
- To provide support for students to reintegrate into lessons where appropriate
- To input behaviour data and support in the production of reports for Year Managers, Inclusion Manager, SENDCO and VP
- To liaise with external agencies as appropriate
- To liaise with parents/carers to keep them informed of the students behaviour within the Unit
- To provide cover for other Pastoral posts as appropriate
- To undertake any administrative support linked to the Pastoral team

GENERAL: To be a part of the Pastoral Team

OTHER: To undertake first aid duties and manage the flow of incidents as requested.

The above list of duties is extensive but not exhaustive and may not identify each individual task which may reasonably be requested of the post holder. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description is current at the time of post, but, in consultation with you, may be changed by the head of school to reflect or anticipate changes in the job commensurate with the grade and job title.



Person specification

	Essential	Desirable
Education/training	<ul style="list-style-type: none">• Good literacy and numeracy skills (minimum level 2 or equivalent)• First Aid qualification (or willingness to undertake qualification)	<ul style="list-style-type: none">• Professional qualification education, youth work or similar
Experience	<ul style="list-style-type: none">• Experience of working with young people with additional support needs	<ul style="list-style-type: none">• Experience of working in a school setting
Aptitude and skills	<ul style="list-style-type: none">• Well-developed negotiation skills• Ability to follow instructions and work to deadlines• Sound communication skills, both written and verbal• Ability to work as part of a team• Sound administrative skills, including organisation and interpersonal skills• Ability to use relevant ICT applications e.g. MS Word, Access, Excel• Ability to maintain high levels of confidentiality	<ul style="list-style-type: none">• Working knowledge of SIMS

References:

Any relevant issues arising from references will be taken up at interview.

DBS and pre-occupational health:

The North East Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

An enhanced DBS check and pre-occupational health check are an essential part of the selection and recruitment process.

Equal opportunities:

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

Applications with disabilities will be granted an interview if the essential job criteria are met.