



Longley Park

SIXTH FORM ACADEMY

Creating Excellence Together,
through a culture of care

Job Description and Person Specification

Wellbeing Officer



BRIGANTIA
LEARNING TRUST

Creating Excellence Together,
through a culture of care

Introduction from the Executive Principal

Welcome to Longley Park Sixth Form Academy,

Thank you for considering joining our Longley Park Sixth Form Academy team within Brigantia Learning Trust and applying for the role of Wellbeing Officer. As a Sixth Form, we are all about providing an amazing place for 16–19 year-olds to study and this role provides an opportunity to work with people who share your passion and will provide you with the opportunity to develop new skills and contribute to an ambitious, caring and vibrant community.


I am excited to be able to offer this opportunity to join our team at Longley Park Sixth Form Academy. You will be joining a team of staff dedicated to improving the life chances of young people by providing the best environment in which they can flourish academically and personally.

Longley Park Sixth Form Academy is situated in the North East of Sheffield. We draw from a diverse community around us. Sheffield is an emerging powerhouse city of the north. Staff and students model and celebrate our diversity very well. Students from a wide range of cultures behave well, work diligently together and respect the views of others.

Our community of 1,200 students study a wide range of courses from ESOL to Level 3 Applied Generals and A Levels. Our students go on to some excellent destinations. In 2018, Ofsted rated the Sixth Form as ‘good’ stating “staff and students value the rich diversity of the Sixth Form population. They work harmoniously with each other in an atmosphere of respect and tolerance. Students learn, develop and put into practice British values during their time at Sixth Form”. We welcomed the comments around leadership and management affirming that “leaders, managers and governors have high expectations of staff and students.”

Core to our values are inclusivity and robust support in a culture of care. We are passionate about making sure that students who would not otherwise have access to academic and vocational courses can study and be successful. At Longley Park Sixth Form, we strive to be a diverse and inclusive organisation where we can all be ourselves. We particularly encourage applications from people who identify as Black, Asian or from a Minority Ethnic background and/or from people experienced in working in communities of diversity.

Our expectations are high and we are committed to staff development and providing opportunities to further your career, both at the Sixth Form and within the Trust. If you want a role that will be challenging, fulfilling and developmental, this could be it.



Jamie Davies
Executive Principal

For more information or a confidential conversation about the role, please contact Matthew Fieldsend on MFieldsend@brigantia-trust.net.

Longley Park Sixth Form

Vision and Strategic Objectives

Our Vision

Challenging all students to make more progress than they ever thought themselves capable.

Our Strategic Objectives

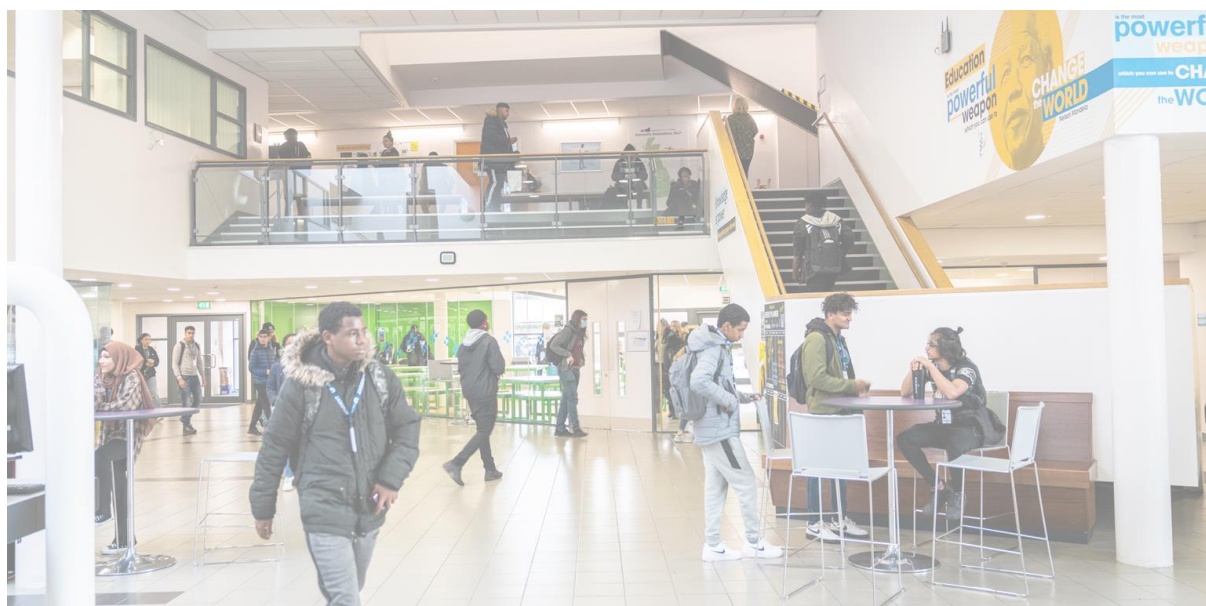
1. Ensure excellent outcomes by delivering an exceptional teaching experience – a community of learning and professional development
2. Provide robust support for students within a culture of care, so they feel safe, can achieve and are prepared for their next steps
3. Sustain student recruitment by providing an engaging and efficient provision that meets the aspirational needs of the local community and beyond

Through all of this, ensure staff and student wellbeing.

Longley Park Sixth Form is an exciting mix of ideas, beliefs, cultures and languages - a place where young people are able to develop confidence in themselves, aspire and achieve.

At Longley Park we recognise the importance of choice and believe that a student's study programme should be designed around their abilities and aspirations. We are committed to providing a well-balanced and challenging curriculum for all students, both inside and outside of the classroom. We have courses for students joining us from a variety of different starting points.

From excellent academic support to a wide range of work experience and enrichment opportunities, there are so many ways for young people to develop their character and skills with Longley Park Sixth Form.



Welcome to the Brigantia Learning Trust

An inclusive multiphase journey at the heart of our community

Across the Trust, we pride ourselves on our close-knit community, where we value every pupil and student as an individual, enabling us to drive their ambition, inspire their passions and teach innovatively and passionately, creating leaders within a rapidly changing world. We also know that the bedrock of any academy is the quality and stability of the staff team. We care about staff wellbeing and are committed to attracting, developing, retaining and promoting them within our Trust.

Our core vision is to change life chances and secure social mobility and justice for young people in our community through a culture of care. We are dedicated to Creating Excellence Together and these words have been carefully chosen to reflect our commitment to continuous improvement and working together in partnership.

We create opportunities and enrichment within and beyond the classroom, so that every pupil and student is provided with a platform from which to succeed. We achieve this through:

- A strong and shared moral purpose that underpins our work
- A vision that is coherent and a logical step for education in the area.
- Effectiveness rooted in an understanding of the complex local context.
- Leadership that is immensely strong, ambitious and committed.
- A clear operating model for partnership that focuses upon school improvement.
- A proven track record of success including the transformation of vulnerable schools.
- Immense staff capacity and expertise to drive improvement.



Mike Westerdale
Chief Executive Officer

Within the Trust, our academies have continued to grow as centres of excellence; drawing upon a collective pool of expertise and resource. Our staff and Trustees work collaboratively to deliver the very best in traditional education with a forward-thinking approach, ensuring that every child and young adult in our care is prepared and well-equipped for the demands of a global and everchanging society.

As pioneers of 2-19 education within Sheffield, we believe our offer truly sets us apart. Through orchestrated efficiency, development and innovation, every child and young adult benefits from a truly unique and bespoke approach to education at Brigantia Learning Trust. From their passions and personalities to their learning styles and ambitions, everything is taken into account to ensure a smooth and seamless transition throughout all the phases of their academy life and beyond.

Our strong leadership teams are ambitious and dedicated to driving improvement and securing the very best outcomes in each of our academies, through a commitment to excellence and unwavering values.

As we continue to improve, grow and develop we are motivated to find the right talent for our academies and our young people. This is an exciting opportunity within our organisation and we invite you to be part of creating an engine of community cohesion, aspiration, achievement, success and social mobility for every young person we serve.

Mike Westerdale, CEO Brigantia Learning Trust.

A member of Brigantia Learning Trust

JOB DESCRIPTION AND PERSON SPECIFICATION

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

POST TITLE	Wellbeing Officer
GRADE	16 hours per week, Term time Grade 4 (£24,294 - £26,421) pro rata based on 16 hours per week, 39 weeks per year
RESPONSIBLE TO	Safeguarding and Wellbeing Manager
BASE	Longley Park Sixth Form, Sheffield
RESPONSIBLE FOR	To play a key role in supporting the wellbeing of students, working closely with the senior wellbeing practitioner and the wider safeguarding team.
EMPLOYMENT DUTIES	<p>To provide social and emotional support for students</p> <p>To support student progress and engagement in a range of contexts</p> <p>To support student achievement and retention and support the role of teaching and support staff.</p>
PURPOSE OF THE JOB	<p>To provide social and emotional support for students</p> <p>To support student progress and engagement in a range of contexts</p> <p>To support student achievement and retention and support the role of teaching and support staff.</p>

Role duties:

- To work closely with schools, parents/carers, key agencies and students with pastoral support needs to ensure effective and successful engagement of students attending Sixth Form.
- To enable all students with barriers to their learning to access learning and social opportunities within the Sixth Form environment.
- To develop and deliver specific interventions, reflecting the needs of young people that help students make appropriate progress in all their subjects.
- To work with the Safeguarding and Wellbeing Manager to create and gather a range of mentoring resources for students
- To work with students to build and develop their emotional resilience and coping strategies
- To work with the Safeguarding and Wellbeing Manager to provide appropriate support for students who have made safeguarding disclosures
- To maintain appropriate records of all work including information required to secure funding and information on student attendance and progress, and impact of interventions
- To work as part of the Student Support Team to ensure that general duties such as management of resources, preparation of materials and housekeeping are delivered effectively.
- To monitor and promote student attendance at support sessions and liaise with teaching staff, progress tutors and parents/carers as appropriate
- To work across the whole Sixth Form site as required
- To continue to undertake staff development
- To follow Sixth Form policy and procedures in all work with particular awareness of Health and Safety and Equality and Diversity Policies
- To perform other duties which correspond to the general character and responsibility level of the post as required.

PERSON SPECIFICATION

Method of Assessment The table indicates the method by which the skills/knowledge/level of competence in each area will be assessed.	Application Form	Interview	Presentation	Assessment Centre		Other
Qualifications						
General qualifications to at least Level 3 (A level)	x					
Any appropriate support qualifications	x					
Knowledge						
Understanding of post-16 education an advantage		x				
Understanding of Safeguarding procedures and administration	x	x				
Experience						
Experience of working with young people in a supportive or teaching role		x	x			
Experience of helping others to develop skills,				x		
Experience of helping young people develop specific skills such as confidence and resilience		x				
Experience of working with young people from different backgrounds		x				
Experience of supporting young people with behavioural needs, and complex personal needs	x	x	x			
Experience of safeguarding	x	x				
Experience of working as a member of a team		x				
Technical Skills / Abilities						
The equivalent of at least level 2 qualification in English and Maths in order to support numeracy and literacy	x					
Personal Attributes						
Committed to excellence, equal opportunities, continuous improvement, customer focus, team working and self / staff development		x				
Flexible and approachable, enthusiastic and self motivated		x				
Ability to communicate well, and motivate young people						

