



Mentor - Role Description

iScoil, a registered charity, is an online school that offers learning opportunities and accreditation to young people aged 13-16 years who are not in mainstream education. Students are referred to iScoil from TESS (Tusla Education Support Service). Since 2009, iScoil has been at the forefront of designing and implementing a range of innovative learner-centred programmes informed by research and evidence-based good practice.

We believe that with improved connectivity and learning tools, there is a real opportunity to redesign approaches to learning. To date, iScoil has pioneered new approaches to teaching, digital learning content, and assessment, and the CEO and Board of Directors are keen to continue this ethos of innovation and development into the future.

iScoil aims to:

- Engage young people in learning
- Build confidence and self-esteem
- Offer accreditation opportunities
- Support progression to further education and employment

iScoil is undergoing a period of significant growth and is seeking suitably qualified applicants to join our team of mentors.

Visit our website [iScoil.ie](https://www.iscoil.ie) for more information.

iScoil

Primary Purpose

Mentors have overall responsibility for guiding and supporting students on Scoil. This involves building rapport with each student, developing an individual education plan, updating learning plans on a daily basis and ensuring all relevant information is inputted into a CRM. As a mentor, you will work with tutors, central team, families, and blended learning centre staff to implement strategies to ensure the positive engagement and progression of each student.

Responsible to: Programme Manager

Key relationships: CEO, Programme Manager, Blended Learning Centre Manager, Head of Learning, Head of Experience and Development, Student Support Coordinator, General Manager, Tutors and other Mentors.

Role Specifications

- Provide support, guidance and encouragement to students to enable independent and self-directed learning
- Update student learning plans daily
- Develop, maintain, and update individual educational plans
- Develop positive relationships with students, their families, and support workers in Blended Learning Centres
- Provide ongoing feedback to support student learning and progression
- Work with the Programme Manager and Blended Learning Centre Manager on learning strategies to support students
- Identify each student's abilities, talents and interests to inform individual education plans
- Complete weekly student progress reports
- Collaborate with course tutors and the central team to support student accreditation
- Take part in regular team meetings



Person Specifications

Qualifications:

- Minimum requirement of a third-level qualification in education, community and youth work, social sciences or a related discipline

Desired Experience and Competencies:

- Experience in working with young people with complex needs in a formal or non-formal educational setting
- Ability to build rapport with young people, their families, and support workers in Blended Learning Centres and maintain a student-centred approach
- A knowledge of QQI courses and assessment
- Solution-orientated with a positive mindset
- Strong attention to detail and commitment to quality
- Knowledge of educational disadvantage and the factors associated with early school leaving
- Excellent technical skills and experience using digital technologies
- Experience using VLEs and CRMs, such as Moodle and Salesforce
- Excellent communication, planning and organisational skills
- Collaboration and teamwork skills
- Ability to work independently
- Excellent time management skills
- Commitment to the ethos and culture of iScoil



Terms and Conditions

Contract: This role is a part-time fixed-term contract with a time commitment of up to 15 hours a week during iScoil term times, primarily between 9 am - 5 pm. The appointment is subject to Garda Vetting and reference checks.

Location: This is a remote working role with training and an annual meeting in iScoil's office in Acorn Centre, Blackpitts, Dublin 8.

Deadline for application: 5 pm, Friday 16th December with interviews to take place the week of the 9th January 2023.

Applications: By CV and cover letter to recruitment@iscoil.ie with Mentor Role in the subject line.

iScoil may establish a panel of suitable candidates from which future mentor positions may be filled.

iScoil is an equal opportunities employer.