

LSA

WE'RE HIRING · PASTORAL & INCLUSION

# Learning Mentor

Work alongside students and teachers to help every young creative engage, make progress and overcome whatever is getting in the way of their learning.

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**SALARY**

**ST4-ST11: £30,394 - £37,129 full-time equivalent (pro rata, term time only)**

**CONTRACT**

**Permanent · 37.5 hours a week, term time only**

**LOCATION**

**Highbury, London**

**CLOSING DATE**

**Friday, 4 December 2026**

WHY THIS ROLE MATTERS

# Creating stories that change the world.

A strong candidate will be excited by a hands-on, student-facing role: working one-to-one and with small groups, seeing a student's confidence grow, and knowing their support is what helps that student stay engaged and succeed.

At LSA, personal circumstances should never be a barrier to a young person realising their potential. Learning Mentors make that real day to day, spotting where a student is struggling, planning targeted support with teachers and specialists, and helping students move on confidently towards a career in film and television.

> **Shape:** help teachers plan, evaluate and adjust work programmes and intervention strategies.

> **Lead:** deliver agreed programmes and targeted interventions with individuals and small groups, inside and outside the classroom.

> **Improve:** monitor and record students' progress against agreed objectives, and use it to refine the support they receive.

LIFE AT LSA

# A free sixth form for film and TV, in the heart of Highbury.

Our students learn the craft alongside people who work in the screen industries. Every role here, in the classroom or behind it, helps them get there.

THE HIRING JOURNEY

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| Step 1 | **Apply** | By Friday, 4 December 2026 |
| Step 2 | **Shortlisting** | Every application is read against the person specification |
| Step 3 | **Assessment day** | Week commencing 07/12/26 |
| Step 4 | **Offer** | References and safer recruitment checks |
| Step 5 | **Join LSA** | From January 4th 2027 |

JOB DESCRIPTION & PERSON SPECIFICATION

# Learning Mentor

Pastoral & Inclusion · ST4-ST11: £30,394 - £37,129 full-time equivalent (pro rata, term time only) · Permanent · 37.5 hours a week, term time only · Highbury, London

## 01 ROLE PURPOSE

**The purpose of the Learning Mentor is to support individual students and groups of students to engage effectively in their learning, make progress and overcome barriers to achievement. The postholder will deliver agreed work programmes and targeted interventions both within and outside the classroom, working closely with teaching staff to monitor and evaluate their impact. The Learning Mentor will also support teachers with the planning and delivery of learning activities, including the preparation and management of resources.**

## 02 CORE RESPONSIBILITIES

### Supporting learning and progress

Working with teachers and students to remove barriers and help every student make progress.

- To work with teachers in planning, evaluating and adjusting intervention strategies
- To monitor and evaluate students' response to these learning activities through observation and recording achievement against predetermined learning objectives.
- Provide feedback to teachers and students.
- Work as directed - either one-to-one or with small groups of students
- Supporting pupils with various learning needs
- Plan interventions and programmes for individuals or groups, when appropriate
- Devising strategies to increase confidence and self esteem towards Industry progress
- Aiding students with their transition from year 11 and/or previous education setting
- To support students developing their Industry skills for the Film and TV course

### Resources, records and data

Keeping the information and materials that support students accurate and ready to use.

- Creating/locating teaching or lesson resources to support staff
- Assisting with preparation of teaching resources
- Keeping records for the Inclusion department.
- Updating data systems, monitoring systems

### Behaviour, inclusion and relationships

Building positive relationships with students, colleagues, families and agencies.

- Promote positive values, attitudes to learning and good pupil behaviour in line with LSA's policies.
- Establish positive and productive working relationships with students and actively promote the inclusion of all students.
- Liaise with parents, staff and outside agencies where necessary
- Liaising with all school staff, including specialists to devise plans for individual students

### Safeguarding and compliance

Keeping students safe and following LSA's policies and procedures.

- Be aware and comply with policies and procedures relating to child protection, H&S, confidentiality and data protection.
- Report concerns to appropriate person.

### Wider school life

Contributing to the life of LSA beyond the classroom.

- Attend, and participate in meetings and training activities as required.
- To be present at staff briefing
- Undertake planned supervision of students out of school hours, and supervise students on visits, trips and out of LSA activities/catch-up sessions.
- Helping on school outings or at school events
- To undertake other duties and activities within the scope of the post as directed by the line manager/Senior Leadership Team.

## 03 TEAM AND RELATIONSHIPS

### THE TEAM

The Learning Mentor works within LSA's Pastoral and Inclusion provision, alongside teaching staff, the SEND team, Heads of Year and the Pastoral Manager. LSA is a sixth form academy for 16 to 19 year olds with a passion for film and television, with a strong emphasis on the development of the whole person through its pastoral, tutorial and enrichment programmes.

### KEY RELATIONSHIPS

Line managed by the Hiring Manager. Works closely with teachers, the SEND team, Heads of Year, the Pastoral Manager and Personal & Professional Development Leads on individual students; with the Inclusion department on records and plans; with parents and carers; and with outside agencies where necessary.

### LINE MANAGEMENT

This role has no line management responsibility.

## 04 PERSON SPECIFICATION

We assess every application fairly against these criteria. Each one shows how we'll look for evidence of it.

### ESSENTIAL · 21

**Right to work in UK** — Application

Confirmed on application; original documents checked before any offer.

**GCSE Maths and English (Grade C or above)** — Application, References

Grades stated on application; certificates checked on appointment.

**A Level or equivalent qualification (or experience)** — Application

Qualification or equivalent experience set out on application.

**Experience of working with young people** — Application, Interview

Relevant roles and examples set out on application; explored at interview.

**Awareness and understanding of best practice to ensure safeguarding and child protection.** — Application, Interview

Safeguarding scenario questions at interview.

**Strong written and oral communication skills**

Application Interview

Quality of the written application; clarity of responses at interview.

**Ability to keep highly organised and work efficiently and effectively even when demands of the job are high**

Application Interview

Examples of prioritising and managing competing demands.

**Good IT skills**

Application Interview

Experience with data systems and everyday office software.

**Able to establish good working relationships**

Application Interview

Examples of building trust with students, colleagues and families.

**An understanding of the importance of confidentiality and discretion**

Interview References

Interview scenario; confirmed through references.

**Genuine passion and belief in the potential of every pupil**

Application Interview

Motivation shown in the application and at interview.

**Good attendance and punctuality**

References

Confirmed through references.

**Resilience**

Interview

Examples of handling challenge and setbacks.

**An enthusiasm for working with young people**

Application Interview

Motivation shown in the application and at interview.

**Helpful, positive, calm and caring nature**

Interview References

Manner at interview; confirmed through references.

**Able to establish good working relationships with others**

Interview References

Examples of teamwork; confirmed through references.

**Able to follow instructions accurately but make good judgements and lead when required**

Interview

Scenario questions on judgement and initiative.

**Be prepared to work flexibly**

Application Interview

Willingness to support trips, visits and out-of-hours sessions.

**The post holder must be committed to the safeguarding and welfare of all pupils**

Application Interview References

Safeguarding questions at interview; safer recruitment checks and references.

**Willingness to undertake training**

Interview

Openness to development discussed at interview.

**This post is subject to an enhanced Criminal Records Bureau disclosure.**

Application

Enhanced DBS check completed before appointment.

## DESIRABLE · 2

**Experience working with a range of professionals, including those in an educational setting**

Application Interview

Examples of multi-agency or school-based partnership working.

**Be motivated to continually improve standards and achieve excellence.**

Interview

Examples of reflecting on and improving own practice.

## APPLYING TO LSA

We are committed to diversifying the screen industries, and increasing the diversity of our own team is an important step towards that. We especially welcome applicants from Black, Asian and Minority Ethnic backgrounds, who are currently under-represented in our team. We welcome applicants from all backgrounds, of any sexual or gender identity, neurodivergent applicants, adults of any age or religious belief, and we encourage applications from disabled people.

Want to know more before you apply? Contact Chloe McCarthy at chloe.mccarthy@lsa.ac.uk for an informal chat. It's optional and isn't part of the selection process.

**Applications close Friday, 4 December 2026 · Assessment day: Week commencing 07/12/26**

Apply now