

MathsMakers

STUDENT MENTORS

Job Description

Introduction

MathsMakers is a non-profit education organisation offering supplementary help for pupils in Years 7, 8 and 9 to strengthen their foundations in mathematics, raise their attainment levels and cultivate their optimism and confidence when tackling problems.

We are looking for students in Year 12 who have a genuine enthusiasm for working with younger students in a mentoring and tutoring capacity. We need young people with good communication and interpersonal skills, and strong knowledge and skills in Mathematics.

Working with MathsMakers offers an opportunity to support younger students who need extra help with their maths learning. In addition to making a real difference to the learning and confidence of the younger pupils, working as a mentor also builds mentors' own confidence, communication skills and maths skills.

MathsMakers provides training for all its mentors. We also supervise and evaluate your work with us and help you to build the expertise and experience which can be used to gain credit towards a Duke of Edinburgh award or HeadStart - The Challenge programme. Finally, a letter of reference from us for high quality work can become a valuable part of your UCAS application when you apply to university.

Purpose of the Role

Student mentors work with pairs of younger students to help them with their Maths learning. Numbers permitting there are also opportunities to work on a 1-on-1 basis.

Prior to starting contact time with pupils, all mentors receive training on soft mentoring skills such as effective communication, motivating young people, and providing positive feedback. Mentors also receive training related to the maths curriculum, common misconceptions, and tools and techniques for helping students with their maths learning.

Each mentor works with a MathsMakers supervisor. Prior to each weekly session, mentors receive from their supervisor resources they can use during their work with the pupils. They also receive suggestions on how to use the resources.

1. General Responsibility

- To contribute effectively towards the delivery of MathsMakers educational/tuition service by delivering MathsMakers programme to high standard and in a way that is appropriate and responsive to the pupils' needs.
- To observe the MathsMakers Code of Conduct
- To act as role models and behave accordingly
- To undertake appropriate training.
- To attend meetings with MathsMakers manager(s) when required.

2. Main duties and responsibilities

- To work in a mentoring and tutoring capacity with students in Year 7, 8 and 9 who have been identified with low levels of attainment in Maths.
- To use the material and scheme of work agreed between MathsMakers and the school
- To work under the direction of MathsMakers supervisors
- To help each pupil to assess his/her own learning relative to relevant learning targets
- To provide feedback to MathsMakers supervisors that will help with evaluating learning and overall progress of each pupil, and also judging the effectiveness of the programme
- To defer to MathsMakers supervisors if any difficulties arise regarding behavior or surrounding concerns raised by the pupils to the mentors

3. Attendance

Mentors are expected to attend all timetabled sessions with pupils and to alert MathsMakers promptly, and according to relevant policies, if unable to attend due to illness or other unexpected event. Failure to attend 2 consecutive sessions will result in a review of the agreement.

4. Equal Opportunities statement

MathsMakers values the contributions made by the rich diversity of all who work, learn and are associated with the organisation. It is our aim to provide an inclusive working and learning environment where everyone is fully respected and supported.