

## Lead Mentor – East London Children & Young Person’s Mentoring Scheme

The Sickle Cell Society is looking for a Lead Mentor to run the Young Person’s Mentoring Scheme in its aims to improve the health and wellbeing of young people with SCD in East London.

<b>Role:</b>	Lead Mentor – East London Children & Young Person’s Mentoring Scheme
<b>Base:</b>	Flexible home working, other locations to meet the needs of the young person and occasionally Sickle Cell Society- 54 Station Road, London NW10 4AU.
<b>Accountable to:</b>	Chief Executive Sickle Cell Society
<b>Manages:</b>	3 Mentors
<b>Hours:</b>	£120 per day (sessional basis)
<b>Length of contract:</b>	Fixed term, 12 months (post will be continued subject to the outcome of negotiations with funders).

### Role Purpose

The Sickle Cell Society (SCS) is a national Charity focussed on supporting people living with Sickle Cell Disorder (SCD) and their families. The SCS Mentoring Programme offers 1:1 mentoring and group sessions for young people (10 -24) with SCD in City and Hackney.

The Lead Mentor will provide direct support to young people through 1:1 sessions and group work. The role also will be responsible for co-ordinating the scheme, liaising with the other 3 mentors, tracking numbers and sources of referrals, promoting referrals by working in partnership with the NHS and any local patient/family Support group(s) and providing quarterly reports to the Chief Executive of the Sickle Cell Society.



The aim of the Young Person’s Mentoring Scheme is to improve the health and wellbeing of young people with SCD through training, emotional support from mentors and peer-support, improve young people’s understanding and management of the condition, improve young people’s ability to negotiate transition from paediatric to adult services, encourage young people’s involvement in volunteering to support others with the condition and engage more with their local community.

### To Apply

Please read this full **Job Description and Person Specification**, and then complete our **Application Form** and return it before the deadline to [miriam.williams@sicklecellsociety.org](mailto:miriam.williams@sicklecellsociety.org)

Please note that we do not accept CVs and all applicants must reside in the UK.

**Closing date for applications:** 29th April 2022

**Interview date by Zoom or Microsoft Teams:** w/c 16th May 2022

The Application Form can be found at our website: [www.sicklecellsociety.org/leadmentor/](http://www.sicklecellsociety.org/leadmentor/)

## **Key responsibilities and duties**

- Work with young people with SCD on 1:1 basis and through group work
- Provide support to young people undergoing transition from paediatric to adult Sickle Cell Services to enable them to feel more confident about change
- Provide practical advice and guidance on managing SCD and the symptoms, leading to a healthy lifestyle
- Provide emotional mentoring support
- Support the young people with goal setting
- Provide understanding about rights around housing and employment issues (where appropriate)
- To encourage involvement of mentees in peer support activities
- To organise engaging activities for young people to take part in as a group
- To encourage young people to take part in volunteering with the Sickle Cell Society and SCS annual children's holidays which can help mentees with their wellbeing and employment prospects
- To carefully track attendance records and keep a diary of the 1-to-1 and group mentoring sessions and social activities being delivered over the 12 months
- To keep a record of the time spent in delivering the sessions
- To work effectively with local statutory providers to maximise referrals to the mentoring scheme, for example GPs, Homerton Hospital and the Queensbridge Road Sickle Cell and Thalassaemia Centre, SCD Centre (Royal London), any local Patient Support Group(s) and NHS Providers and stakeholders across the East London ICS footprint
- To track number and sources of referrals
- To compile self report questionnaire for young people to measure the outcomes of the service
- To manage a budget allocated for activities
- To collate data from the scheme on a regular basis and provide a quarterly report to the Chief Executive of the SCS and the Funder
- To work in collaboration with Sickle Society staff in particular the Children's Activities coordinator to ensure effective coordination of activities across East London

## **Expectations**

- To ensure that all work with young people is managed professionally and effectively
- To ensure that a young person feels safe and secure in discussing personal issues
- To ensure confidentiality is not breached unless there is a safeguarding or criminal issue
- To report any issues of concern relating to safeguarding and quality of care arising from the work of the post or from the other mentors to the Chief Executive of the Sickle Cell Society
- To ensure regular liaison with the other Mentors
- To be able to work flexibly for example , evening or weekends when necessary

This role description is intended to assist the person in the role to understand his/her duties/main responsibilities. It may be amended from time to time, as the role develops.

## Person Specification

### Role outline:

The Lead Mentor will provide leadership and project management functions as part of their role to re-launch the East London Peer Mentoring Programme for Children and Young People.

The project management function will be short term until additional mentors are recruited. The Lead mentor will deliver the following project management functions:

- Support with recruiting mentors who will support them
- Provide some administration on re-launching the programme e.g. engagement meetings with GPs, Haematology teams and other stakeholders who use the mentoring programme
- Support with a communication plan to promote the programme

**Introduction** You are advised to read the following notes carefully. You must show in your application form how you meet the criteria listed below. **For this role it is essential that you have Sickle Cell Disorder (SCD).**

### E- Essential

### D- Desirable

### Qualifications

- GCSE English - E

### Experience

- Mentoring or supporting individuals in a formal or informal setting – E
- Working with groups of patients - D
- Good knowledge and understanding of Sickle Cell Disorder and how it impacts on young people -E
- Experience of working on own initiative and with others - E
- Experience of effective partnership working with a wide range of groups, individuals and organisations – D
- Knowledge of local services to signpost young people affected by where appropriate SCD – D
- Collating data ,analysing data and report writing - D
- Managing a budget – D
- Managing staff or volunteers – E
- Experience of managing projects - D

### Competencies

- Good listening skills – E

- Shows empathy to people experiencing difficulty –E
- Non-judgemental about a person's circumstance or situation -E
- Understanding and application of confidentiality - E
- Possesses excellent written and oral communication skills – E
- Possesses excellent time management skills and experience of prioritising effectively -E
- Ability to collect and analyse data – E
- IT Literate-E
- To work flexibly with Mentees -E

### **Attributes**

- Shows confidence in dealing with people and situations – E
- Excellent interpersonal skills – E
- Demonstrates a willingness to learn- E
- Is enthusiastic about the sickle cell cause – E
- Willing to work at weekends or evenings if necessary -E

March 2022