

Year 10 Mentoring Programme – A Guide for Employers

We are bringing our successes from working with post 16 students to year 10 students and with the support of the Careers and Enterprise Company we are launching a new Mentoring Programme from September 2017.

Overview:

We are looking to recruit enthusiastic mentors who in return will be given an opportunity to develop the following skills:

- Time management
- People management
- Coaching and guidance
- Communication
- Networking

We have identified that students that meet some or all of the following criteria will most benefit from this programme:

- Year 10 students (typically aged 14/15)
- At risk of disengagement
- C/D border for English and Maths
- Limited access to the world of work
- Some additional needs such as young carer or attendance/engagement/achievement issues

Mentors must apply on-line via the Career Ready website and will all be DBS checked. The process is initiated when you register to be a volunteer. We work with GBG to process the DBS checks and they will contact you when your on-line application is complete at which point you will need to take your identification documents and confirmation letter to the Post Office for checking and final processing.

Mentoring sessions:

- There will be twelve mentoring sessions running from October 2017 to September 2018. Each session will be approximately 45 – 60 minutes exclusive of travel time
- Eleven of the twelve sessions will take place **IN SCHOOL** during the lunch period. The final session will take place at an employer's workplace
- The first session will be an 'all group' ice breaker and there will be two other 'all group' sessions in the course of the programme
- Mentoring relationships will be a ratio of two mentors to four students . Students feel more confident when working in a group with their peers and this set up also allows for mentors to support each other.
- Contact with students will be limited to the mentoring sessions
- Students will have been briefed prior to the start of the mentoring programme

Mentor profile:

- Must commit to attending the twelve mentoring sessions as detailed above
- Should be in work or have recent work experience
- Good communication skills
- An interest in working with young people

Support for mentors:

- All mentors will be invited to attend a briefing prior to meeting their students
- A handbook containing guidelines on mentoring as well as supporting information on meeting agendas will be issued to all mentors
- Access to a Career Ready Regional Manager and website
- Access to the lead teacher in the school you are working with

Other opportunities to get involved:

- Host a workplace visit in September 2018 giving you an opportunity to showcase your organisation and to give young people an invaluable introduction to a professional place of work. The session would last for approximately 60 minutes with some pre-arranged activities as well as a slot for the host to give the students an overview of the organisation.
- Run a Careers Lab session in the school to a group of year 10 students. These sessions have been designed by Business in the Community as a way to bring employers into the classroom to deliver inspiring careers lessons, side-by-side with teachers. All the materials have been developed and can be viewed shortly. The sessions are designed to last approximately 60 minutes.