



Job Description / Specification

Job Title	Degree Mentor
Reports to	Education Lead and Community Manager
Responsible for	To oversee the Sports Coaching Degree Programme
Location	Based at The Memorial Stadium
Hours of Work	22.5 hours per week over a 3 days a week The role may require some flexibility to fulfil the role
Contract	Fixed Term Part Time (until July 2023) with the view to extend and make role time, subject to student recruitment
Job Purpose	The Degree Mentor will be responsible for the education and recruitment of the degree programme at the Trust. It will involve mentoring our degree students through their distance online learning course with the University of South Wales (USW).
Remuneration	£19,000 – £22,500 p/a (pro rata) based on a 37.5 hour working week This role is for 22.5 hours per week until July 2023
Closing Date	Sunday 26th June 2022
Interviews	Wednesday 29 th June 2022

About Us:

Bristol Rovers Community Trust is a dynamic, progressive and an award winning charity working with a wide spectrum of the community. We offer education, social inclusion, health and sports participation projects to give people the opportunity of enhancing and improving their life choices. We aim to engage and inspire people of all ages as well as unite the communities in which they live.

University of South Wales (USW):

USW offer an award-winning Sports Coaching course, designed in conjunction with the English Football League Trust. It develops the skills and qualities that are required to work within professional football clubs community departments or national governing bodies, in areas such as social inclusion, community coaching and sports development.

Job Description:

The Trust is seeking to recruit a Degree Mentor to oversee our Sports Degree programme. This course is in partnership with the University of South Wales (USW), but is based at The Memorial Stadium. The Degree Mentor will support, mentor and teach students enrolled on the programme by facilitating tasks and provide collective and individual support to maximise student's successful completion of the degree programme. This will involve overseeing the student's participation in distance learning webinars and manage student's adherence to deadlines on a weekly basis. The successful candidate

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will also support the recruitment of new students onto the course to help grow the programme. We are seeking someone who is knowledgeable and passionate about teaching, football and sport.

Core Duties and Responsibilities
Mentor and guide students through their online distance learning degree course with the University of South Wales.
Seek to create an inspiring teaching environment to help learners achieve their full potential
Maintain all appropriate records
Undertake any CPD events as part of staff training (both USW and Bristol Rovers Community Trust events)
Ensure learner reviews are completed in line with USW guidelines
To support students with the quality of their work and to meet set deadlines and targets
Share good practice in teaching, learning and assessment
Manage the communication pathway between the Trust, USW and the students
Act as a personal tutor to students to ensure they achieve their goals
Contribute to quality assurance in relation to the curriculum that is being delivered
Support all learners with future career aspirations (UCAS, CV, apprenticeships etc.)
Support the recruitment of future students onto the course to help grow the programme

Qualifications / Experience	Essential	Desired
Hold a relevant degree qualification	√	
Knowledge and understanding of safeguarding and child welfare issues, procedures and best practice	√	
FA Enhanced DBS check	√	
Have held a full clean driving licence for more than 2 years with access to own transport	√	
Level 5 teaching qualification		√
PGCE / PCET / Qualified Teacher Status		√
Knowledge & understanding of Higher Education delivery		√
FA Level 2 Coaching Certificate (C Licence)		√
UEFA B Coaching Licence		√
3 years knowledge & experience of sports teaching / coaching		√

Personal Skills & Qualities	Essential	Desired
Ability to deliver high quality teaching lessons, focussed on a learner centred approach	√	

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Competent level of ICT skills, literacy skills, knowledge of word processing & spreadsheets	√	
Ability to inspire, motivate and challenge students	√	
Ability to mentor other staff & students	√	
Excellent planning and organisational skills	√	
Ability to prioritise workloads and deadlines	√	
Adaptable with a flexible positive attitude	√	
Approachable and engaging	√	
Understanding & commitment towards equality, diversity and inclusion	√	
Act as a role model with behaviour consistent with the vision of Bristol Rovers Community Trust	√	

How to Apply:

If you wish to apply for the role and can demonstrate that you have the necessary skills and experience outlined above, please send your **CV and covering letter** to our Education Lead, Jimmy Lee, via careers@bristolroverscommunity.org.uk

Deadline for applications is Sunday 26th June 2022.

Interviews to be held on Wednesday 29th June 2022

Start Date: August 2022: Fixed Term Part Time (until July 2023) with the view to extend and make role full time, subject to student recruitment.

*Please note that the job will be subject to satisfactory references and DBS checks (where relevant). Bristol Rovers Community Trust is an Equal Opportunities employer and welcomes applications from all sections of the community. The position may also be suitable for retired teachers or those with experience of the education sector.

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