



## Job Description

# Specialist one-to-one Study Skills and Strategy Support - Autism

### About Bridge Mentoring

Bridge Mentoring is a not-for-profit Community Interest Company based in the Midlands. We specialise in providing mentoring and study skills support to autistic students in Higher Education.

We are a small group of passionate individuals who focus on working with people's strengths and supporting students to develop an insightful and positive sense of self – learning to self-advocate with scaffolding support from us. We like to work in partnership with our students -with a person centred and strengths-based approach.

We do not provide counselling or subject specific support but work to signpost students to the right support in these areas. Nevertheless, we have a highly skilled team and share expertise between us.

We engage in continuing professional development and constantly strive to understand the needs of autistic students in higher education.

Mentoring and Study Skills hours are changeable depending on student need. You will be free to accept or refuse any student support packages proposed, but once you accept a support package, you will be expected to commit to providing support to the student in question throughout the academic year and their course, where possible.

Undergraduate student support tends to run from September/October to June the following year (unless the student has exams or assignments due after the summer period). As an example, a student requiring one hour per week support will have a package of support of 30 hours over the academic year.

Postgraduate students are more likely to require support throughout the year.

This post is a PAYE and paid at £30 per hour before tax with holiday pay of £3.62 for each hour worked. Holiday pay can be accrued and taken over the summer period for example.

Bridge Mentoring also provides training to organisations on autism understanding, mental health, the student experience and coaching and mentoring.

If you are on the autistic spectrum and would like to find out how we can support you with the requirements for this role – please contact us.



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### Specialist one-to-one Study Skills and Strategy Support - Autism

#### Duties

- Provide one to one support for autistic students studying in Higher Education to develop and successfully develop their academic study skills.
- Support students with strategies and techniques for acquiring, recalling and retaining information, planning and developing written assignments and revision techniques.
- Deliver 1 to 1 support on campus, in virtual meeting spaces or by alternative agreed methods of communication.
- Manage own time effectively in order to work flexibly around student need.
- Ability to develop learning plans and to keep accurate and up to date records.
- An understanding and willingness to engage with assistive technology to support students effectively.
- Willingness to work with family, university staff, mentors or other professionals when required following specific agreement from the student.
- Maintain confidentiality and adhere to data protection / GDPR regulations.
- Manage risks relating to safeguarding and mental health and lone working.
- Willing to engage in continuing professional development and supervision.



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Person Specification	
Essential	Desirable
Masters Autism or Special Educational Needs and Disability or Critical Disability Studies focussing on autism <b>or</b> PG Cert (autism or critical disability studies) <b>or</b> Undergraduate degree and 6 NAS online training modules <ul style="list-style-type: none"> <li>• Understanding autism</li> <li>• Autism and communication</li> <li>• Autism and sensory experience</li> <li>• Autism, stress and anxiety</li> <li>• Autism: supporting families</li> </ul>	Mentoring or coaching qualification
National Autistic Society online Autism and Women and Girls training	Experience of working with autistic women or girls
National Autistic Society Autism and SPELL in Higher Education or relevant in-house mentoring, HE and autism training	Experience of successfully breaking down goals and planning approaches with autistic learners.
Qualified teacher status or relevant teaching qualification	
An up to date Disclosure and Barring Service (DBS) check	
Willingness to undertake continuing CPD of 10 hours per year minimum	
Ability to develop positive working relationships with people from a variety of backgrounds	
A collaborative and strengths-based approach to working with autistic students	
Experience of working independently	
	Experience of working in the higher education environment
	An understanding of the expectations and challenges for autistic students at university and experience of developing strategies together