Autism Mentor – Job Advertisement

Theorise is looking for a qualified and compassionate Autism Mentor to work with students who require support in managing and minimising the impact of autism spectrum disorder (ASD) on their studies. This role involves delivering tailored, one-to-one mentoring support within professional guidelines and internal policies, enabling students to gain confidence and independence in their academic journey.

Autism Mentors form part of Theorise external support team and work closely with students to promote academic progress, organisation, time management, social communication strategies, and other practical skills. Mentoring support is highly personalised and varies according to the needs outlined in the student's Needs Assessment Report (NAR) and Disabled Students' Allowance (DSA) allocation.

What is the role of an Autism Mentor?

Autism Mentors help students identify and manage any barriers they face in academic settings as a result of their autism diagnosis. This may include supporting students in developing routines, setting realistic goals, managing change and uncertainty, improving communication skills, and enhancing self-regulation strategies.

Mentoring support is practical and forward-focused. The role is distinct from counselling and does not involve therapeutic interventions. Instead, it aims to empower students with skills that will help them succeed independently throughout their studies.

Main duties and responsibilities

- Provide one-to-one support focused on developing strategies to manage difficulties associated with autism spectrum disorder.
- Plan and agree on goals with the student and work collaboratively to support them in achieving these.
- Support students in areas such as time management, organisation, workload planning, communication strategies, motivation, and dealing with anxiety related to study environments.
- Deliver support in line with Theorise policies and those of our university and college partners.
- Maintain appropriate records, complete timesheets and reports as required.
- Communicate with Disability & Inclusion teams as needed and escalate concerns where necessary.
- Represent Theorise professionally and adhere to confidentiality and safeguarding policies.

Skills, Knowledge & Experience required

- Excellent communication and organisational skills.
- Empathetic, patient, and able to work flexibly to meet student needs.
- A strong understanding of autism spectrum conditions and the challenges that may arise in a further or higher education setting.
- Experience of supporting students or individuals with ASD, ideally in an academic environment.
- Ability to maintain clear role boundaries and support students within the scope of the mentoring role.

Qualifications & Memberships

Applicants must hold:

- A minimum of a degree or equivalent in a relevant field
  AND
- A qualification related to autism (e.g. PG Certificate in Autism / Asperger's)
  OR
- Completion of the five NAS Core Autism Online Training Modules

Working Conditions & Pay

Support is delivered at mutually agreed times between mentor and student. While most support will take place during working hours (Mon–Fri, 9am–5pm), some flexibility may be required. Support may be delivered on campus or remotely depending on student preferences and availability.

Pay Rate: £36.50 per hour + holiday pay accrual on a PAYE basis