Job Description	
Job Title:	NEET Engagement Mentor
Responsible to:	NEET Programme Manager
Hours:	Up to 37.5 hours per week
Pay Scale:	To be discussed based on experience

Main Duties:

We are seeking a compassionate professional, who is experienced in supporting and motivating disengaged young people, to join our NEET team at Bridge Training.

This role provides direct, hands-on support to young people who are currently Not in Education, Employment or Training (NEET) who have been referred to Bridge Training as part of our range of programmes and pathways designed to re-engage with education and training.

Bridge Training is not your typical education provider. Since 1989, we've created alternative educational pathways for young people across Gloucestershire who may not thrive in mainstream settings. Our focus is on rebuilding confidence, re-engaging learners, and delivering real, impactful change through:

- Vocational training
- Functional Maths and English
- Small class sizes and tailored learning
- Supportive, flexible teaching environments

Our approach to NEET re-engagement expands upon these provisions through:

- Comprehensive assessment, triage and pathway planning
- Personalised re-engagement and transition interventions
- 1:1 mentoring
- Graduated approach to delivery of education
- Commitment to delivering effective and impartial IAG, and supporting the learner journey through to a sustained destination

As the NEET Engagement Mentor, you will:

- Provide individualised support and interventions for young people who have been referred on a 1:1 basis. This can include both on-site and offsite interventions.
- Use trauma-informed and relational strategies to support re-engagement.
- Deliver transition-based support in preparing young people to progress in to their chosen education or training based destination, be that at Bridge Training or elsewhere.
- Contribute to the assessment and triage stage of NEET referrals received.
- Attend county-wide information events targeted young people who are currently NEET.
- Record and track progress, concerns, and observations.

You will also champion Bridge's ethos of holistic, person-centred learning, and work with learners who may have complex personal barriers, including social, emotional, and mental health (SEMH) needs.

We're looking for someone who:

- Has experience or strong aptitude for supporting and motivating young people who are at risk of or who have become disengaged.
- Experience of working with/mentoring young people who face a range of, or complex, additional needs (including SEND).
- Has experience or eagerness to develop experience and knowledge in providing young people with information, advice and guidance about their next steps.
- Demonstrates patience, resilience, emotional intelligence, and strong relationship-building skills.
- Remains calm under pressure and uses trauma-informed and de-escalation approaches effectively.
- Works flexibly and autonomously to manage multiple tasks running simultaneously.

At Bridge Training, you won't just be taking on a job—you'll be becoming part of a team. You'll have the opportunity to:

- Make a genuine difference in the lives of young people
- Work within a values-led organisation where students come first
- Shape inclusive practices and help others grow
- Join a collaborative and supportive team that believes in change

Please note
This post is considered as Regulated Work with vulnerable children and/or protected adults; therefore, Bridge Training follow a Safer Recruitment Policy and process, **this appointment will be conditional on successful pre-employment and enhanced DBS checks. Y*ou will be required to sign up to the DBS update service (fee reimbursed).***

If you have spent more than 3 months working or living outside the UK in the last 5 years, then you will be required to present a copy of an overseas criminal record check. Details of how to apply and contact details can be found on the GOV.UK website.

We do not accept CVs, and we do not accept CVs by post or email. All our vacancies must be applied by completing an application form via nicki.price@bridgetrainingltd.co.uk

Bridge Training Ltd is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

Responsibilities
• Deliver tailored 1:1 re-engagement support to young people who are NEET, both on-site and in community-based settings. • Build trusted, consistent relationships with young people using trauma-informed, relational and strengths-based approaches. • Undertake initial engagement activities, including home visits (where appropriate), to establish rapport and reduce barriers to participation. • Support young people to access provision through practical re-engagement strategies such as travel training, accompanied journeys, and confidence-building activities. • Deliver mentoring sessions on site, in the community and through online platforms to maintain engagement and continuity of support. • Use creative and flexible online engagement methods (e.g. virtual check-ins, messaging, digital activities) to support young people who are reluctant or unable to attend in person. • Contribute to assessment, triage and pathway planning for new NEET referrals, identifying individual needs, risks and progression goals. • Support learners to develop motivation, confidence, resilience and readiness for education, training or employment. • Provide impartial information, advice and guidance (IAG) to help young people explore options and make informed decisions about next steps. • Deliver transition support to prepare young people for progression into education, training or employment, either within Bridge Training or with external providers. • Work collaboratively with internal teams and external agencies to ensure coordinated, holistic support for each young person. • Attend county-wide NEET events, outreach activities and engagement sessions to promote opportunities and re-engage young people. • Monitor, record and track progress, engagement, concerns and outcomes accurately in line with organisational requirements. • Identify and respond appropriately to safeguarding, SEMH and wellbeing concerns, following Bridge Training policies and procedures.
General
• Promote a safe, respectful, and inclusive working environment for students and staff, in line with Health & Safety regulations, the Code of Conduct, Safeguarding protocols, Data Protection (GDPR), and the Equality Policy. Ensure high standards of housekeeping are maintained throughout the provision. • Ensure full compliance with Health & Safety procedures, including weekly fire alarm tests, biannual fire evacuation drills, and the proactive identification and mitigation of hazards (e.g. slips, trips, and falls), in accordance with Bridge Training's risk assessments. • Actively participate in Bridge Training events, including parents' evenings, open days and careers events, to support learner engagement and progression. • Demonstrate a commitment to continuous professional development by actively engaging in lifelong learning and seeking opportunities to enhance personal effectiveness and subject knowledge.

- Undertake any other reasonable duties as required, both at the primary place of work and across other Bridge Training locations. Over time, the responsibilities of this role may evolve; any changes will be made in consultation with the post holder and reflected in a revised job description. The company's appraisal process will serve as the formal mechanism for reviewing and updating this document.

The post holder will also undertake such other duties as may reasonably be required at the initial agreed place of work and other locations. In time the job may change and in consultation with the post holder, the job description will be revised and issued, as necessary. The appraisal process in place in the company will be the mechanism for instigating discussions and subsequent amendments to this document.

Benefits and Rewards

- Staff laptop
- Training and professional qualifications opportunities
- Small classes with specialist support
- Matched contribution pension scheme (Peoples Pension)
- Free on-site parking is available where space permits; however, the car park is primarily accessible at weekends
- 35 days holiday (+ bank holidays) per annum, with extra days given at Christmas.
- Free monthly car washing service
- Christmas and Easter closure period
- Team building events & paid Christmas Lunch
- Free and confidential advice, information, and counselling service
- Family friendly policies including compassionate leave, doctors and dental appointments.

Person Specification

Essential:

- Experience of mentoring, supporting or working directly with young people, particularly those who are disengaged or at risk of becoming NEET.
- Experience of working with young people who face a range of additional or complex needs, including SEMH and/or SEND.
- Understanding of barriers to engagement in education, training or employment, and the ability to respond with appropriate re-engagement strategies.
- Willingness to undertake formal Information, Advice and Guidance (IAG) training as part of the role.
- Confidence in delivering 1:1 interventions in a range of settings, including on site, in the community, in the home (where appropriate) and online.
- Good organisational and record-keeping skills, with the ability to accurately track progress and outcomes.

- Ability to remain calm under pressure and use de-escalation techniques effectively.

- Full UK driving licence and willingness to travel across Gloucestershire as required.

Desirable:

- A recognised mentoring or coaching qualification.
- Formal Information, Advice and Guidance (IAG) training or qualification.
- Experience of working within NEET provision, alternative education, youth services or similar settings.
- Knowledge of local education, training and employment pathways for young people.