

## Preparation for Boarding Facilitators

### Job description and application information

**Paid role, c.12-15 hours spread over June, July & August 2021**

Getting ready for a boarding school placement can be a daunting prospect. For many of our prospective pupils, a community organisation (for example, EYLA, IntoUniversity, Gladesmore School) supports them with their preparation. For those pupils who are not connected to a community organisation, we are this year putting in place a formalised 'Preparation for Boarding' programme, with sessions over the course of June, July and August. We know that some of these sessions will be most powerful if they are delivered by RNCSF alumni, who can best convey what new SpringBoarders should expect at boarding school, and who can help to build pupils' confidence before they start their placement.

#### Role overview

Guided by Royal National Children's SpringBoard Foundation (RNCSF)'s Preparation for Boarding curriculum booklet, you will:

- Deliver 4 x 1 hour online sessions, jointly with another Facilitator, for a small group of young people around the themes of **Home & Away, A Day in the Life** and what to expect in terms of **Behaviours & Environments** (*in June/July*).
- Participate in 5 separate 1:1 sessions lasting 45 mins each, during which a prospective pupil (who will range in age from 11-16yrs), will interview you about your boarding experience (*in July/August*).

You will have the enthusiasm for your own boarding experience in order to inspire others about what to expect. You will deliver **fun, informative and inclusive online sessions** and will be able to **build trusting and positive relationships** with the young people. We may require you to complete a DBS check.

An important part of your role will be safeguarding. These procedures – designed to protect you and our young people's safety and wellbeing – will be explained fully in your training, and abiding by them is a condition of the role.

You will be reporting to Jessie Kolvin, Head of Alumni.

This is a **paid role**, remunerated at £10.85 per hour paid on invoice at the end of the Programme.

#### What does it involve?

- ◇ 1 training session on how to inspire and act as a role model to young people (4 hours - *unpaid*).
- ◇ 1 training session specific to the Preparation for Boarding curriculum (2 hours - *paid at hourly rate*).
- ◇ Preparation for your sessions (approx. 2 hours - *paid at hourly rate*).
- ◇ Delivery of 4x 1-hour sessions (alongside another Facilitator) and participation in approx. 5 interviews lasting 45 minutes each (up to a max. of 8 hours in total – *paid at hourly rate*).

## What are we looking for?

- ◇ Being able to follow a session plan, while also bringing your own ideas.
- ◇ The ability to work collaboratively whilst planning and delivering sessions.
- ◇ A dynamic and inclusive delivery style.
- ◇ Empathy and sensitivity in thinking about the challenges young people might face in preparing to board.
- ◇ The ability to build trust and positivity in your relationships with young people.
- ◇ Optimism for what young people are capable of, and the ability to instill that confidence into them.
- ◇ An enthusiasm for and commitment to the values of [RNCSF](#).

## Key dates

Exact dates of sessions will be confirmed according to the availability of Facilitators and participants but, as a rough guide:

- ◇ 7<sup>th</sup> May – applications close
- ◇ w/c 17<sup>th</sup> May – assessment
- ◇ w/c 24<sup>th</sup> May – Facilitators confirmed
- ◇ w/c 7<sup>th</sup> June – training session
- ◇ w/c 28<sup>th</sup> June & w/c 12<sup>th</sup> July – delivery of four 1hr sessions
- ◇ w/c 26<sup>th</sup> July and 2nd August – participation in 'Interview an alumni' sessions.

## How do I apply?

Please fill in this [application form](#) before **5pm on Friday 7<sup>th</sup> May**. With a number of our prospective pupils having some experience of children's social care involvement in their family circumstances, we ask on this form for any alumni who have relatable experience to let us know (if they feel comfortable doing so), so that we can match Facilitators to specific children most effectively.

Those shortlisted will be invited to interview in the w/c 17<sup>th</sup> May. More information will be sent out about this if you are successful in reaching this stage.

Please note that you will need access to a computer to fulfil the requirements of this post. Please indicate on your application form if this is likely to cause an issue.

Please note that attendance at all training sessions, as well as all delivery sessions, is a requirement of this post. Applicants will need to be able to offer flexibility in when the delivery sessions will be scheduled. Whilst some can be arranged to take place outside of normal working hours, we cannot guarantee this.

For more information, or to ask any questions at all, please [contact Jessie](#).