

# MENTOR

## Why Work as a... Learning and Skills Mentor

A solution for your training needs and career progression

### ROLE OVERVIEW

The purpose of the learning and skills mentor occupation is to support individuals and groups with their learning and development towards agreed goals. They will do this by working within ethical and legal frameworks to ensure a high standard of mentoring practice. They will work collaboratively with stakeholders to inclusively meet the individual needs of the mentee. They will be committed to their own professional development and reflective practice as a mentor and within their sector.

### KEY POINTS

- **Level:** 4
- **Duration:** 12 months + End Point Assessment
- **Entry requirements:** You may be required to undertake training in maths and English. See [HERE](#) for more information
- **Career progression:** This apprenticeship can lead onto Learning and Skills Teacher

### KNOWLEDGE REQUIREMENTS



- The roles and responsibilities of a mentor, understanding the organisational and professional boundaries, legal and ethical requirements, including safeguarding
- Mentoring theory and models, including maintaining good practice and protocols within the mentoring relationship
- Strategies to assess starting points of the mentee, including potential barriers to development
- Questioning and listening techniques
- Methods for providing feedback to inform progression
- How to provide accurate and relevant vocational/pastoral advice and guidance to meet mentee needs, including points of referral to other professional services

### SKILL REQUIREMENTS



- Establish and maintain mentoring contracts with mentees and where relevant, other stakeholders
- Implement established mentoring tools and techniques to help the mentee work towards agreed outcomes
- Assess and review progress and achievement of agreed outcomes and revise action plans as appropriate
- Provide feedback to the mentee to inform progression
- Apply theories and models of evaluation and reflection to support mentee development
- Monitor and reflect on own mentoring practice, including feedback from supervision, to develop self

### BEHAVIOUR REQUIREMENTS



- Demonstrate and promote sustainable practices with mentee
- Work to ethical and legal standards within professional boundaries
- Be resilient and adaptable when dealing with challenge and change, maintaining focus and self-control
- Demonstrate and encourage mutual respect, displaying a deep understanding of equality and diversity, with and between learners, colleagues and appropriate agencies

**South Yorkshire**  
**Apprenticeship**  
**Hub**

[www.southyorkshireapprenticeships.org](http://www.southyorkshireapprenticeships.org)

[Live Vacancies](#)

**Supporting individuals and businesses  
across South Yorkshire**