**JOB DESCRIPTION**

**Role: Freetime Mentor**

**Department: Charitable Trust**

**Location: East Midlands (Mansfield Base)**

**Accountable to: Service Coordinator / Charity Manager**

**Function of role**

To assist the Service Coordinator in the delivery of the company’s Freetime Service throughout Nottinghamshire. The role will include the delivery of 1-1 mentoring and the promotion and development of clients’ aspirations and abilities.

To develop the wider mentoring services as part of the R.E.A.L Foundation Trust’s R.E.A.L Future project.

**Accountabilities**

Act in accordance with the organisation’s policies and procedures under the guidance of the Service Coordinator and adhere to the organisation’s Equal Opportunities and Diversity policy.

Advocate on behalf of the young people and their families accessing the Freetime service. Encourage involvement in the decision making and management of sessions.

Support the Service Coordinator to assess the needs of our clients and liaise with their families and carers to broker ongoing suitable provision, including initial assessment meetings and mentor introductions in the family home.

Flexibility to work with Freetime clients on a one-to-one basis in a variety of venues completing agreed and planned activities as appropriate.

Promote the use of R.E.A.L activity bases which create opportunities for clients to develop their independence and confidence.

Ensure all sessions are logged with the Service Coordinator and ensure you and your clients whereabouts is known at all times.

**Key values and ethos of organisation**

Trust

Innovation

Achievement