

Job Description

Job Title: Teacher/Mentor/Lead Teacher Mentor/Director of Teaching

Reports To: CEO

Start Date: September 2025 (with flexibility for earlier start if

Location: Remote administrative work with in-person sessions across London

Hours: Full Time and Part time roles

Salary: £37,000 – £50,000

Who are we?

CAPE provides award-winning teaching and mentoring to children affected by factors including poverty, poor mental health, social service intervention, institutional racism, and special educational needs.

We exist to offer unwavering support to excluded children and those at risk of exclusion through tailored mentoring and tuition, underpinned by strong, trusting relationships. Our mission is to ensure their personal development, access to opportunities, and progression into stable adulthood.

Our approach is bespoke, addressing the individual needs of the young people we work with. Sessions take place in various community settings, including schools, libraries, cafés, gyms and young people's homes.

What is the role?

We are recruiting for Teachers, Mentors, Lead Teachers, Lead Mentors and Directors (dependent on experience).

Role responsibilities:

- Develop strong relationships with young people through teaching and mentoring, either supporting their reintegration into education/employment or helping them thrive in mainstream education.
- Collaborate with multi-agency teams, including social workers, virtual schools, children's homes, teachers, and local authorities. Establish and maintain strong relationships with all stakeholders to support young people's progress, including families/caregivers.
- Be flexible and willing to travel across London to work with young people in their local communities.
- Produce impactful reports on the progress and challenges faced by young people, contributing valuable insights in professional meetings (such as child in need meetings, child protection conferences, looked after child reviews and personal education plan meetings).
- Plan and deliver high-quality, engaging teaching and mentoring sessions tailored to individual needs and interests.



- Accurately document and assess student progress through structured marking and record-keeping.
- Build meaningful, appropriately boundaried relationships with the young people we work with.
- Maintain clear and consistent communication with colleagues and external professionals.
- Demonstrate a thorough understanding of safeguarding best practice and integrate this into your daily work.
- Contribute to CAPE's strategic development by offering insights and innovative solutions to ensure every child receives the support they need to achieve their potential.

We'd be keen to hear from:

- Professionals who reflect the backgrounds of the young people we serve.
- Qualified teachers.
- Individuals with a strong passion for education and a commitment to making a difference.

CAPE's competencies

We are looking for individuals who demonstrate the following:

Relentlessness – Uphold a consistent and positive manner despite the ups and downs

Child Centred – Decisions always put our children first

Diligent – Pay attention to the small details

Reliable – Always honour the promises you make to young people

Initiative – Able to take appropriate action underpinned by training and experience

Time-management – Efficiently manage your time and clearly communicate capacity

Communication – Communicate in a clear and concise manner (written and verbally)

What are the benefits:

- 42 days annual leave (including bank holidays), aligned with school holidays.
- MacBook Pro and iPhone provided for work use.
- Travel expenses for sessions covered.
- Wellbeing support including access to an Employee Assistance Programme (EAP).

What is the application process?

- **Submit your application and CV** – Deadline: 11th April.
- **Initial phone conversation with the CEO** – Week commencing 14th April.
- **Assessment Day (May)** – Includes a session observation, written task, and face-to-face interview.
- **Successful candidates will be offered positions in May.**



How can you apply?

Email your CV, and a word or PDF document answering the following questions. Responses must stay within the word count. Send applications to info@capetm.com **DEADLINE 23:59 11/04/25**

Q1. Why do you want to join CAPE? Max 400 words

Q2. Why do you believe you are suitable for this role? Max 400 words (Please reference CAPE's Competencies)

Q3. How will your previous experiences translate into this role? Max 400 words (Please reference the 'What is the role?' section)

Q4. What will you bring to our team? Max 400 words (Please reference our Theory of Change alongside any other research relating to CAPE)

