



JOB DESCRIPTION

Job Title	Travel Trainer		
Service	Education		
Reporting to			
Grade	13		
Evaluation ref:	AG0207	Job Family ref:	
Role Purpose			
<p>To support children and young people to develop the skills, confidence and awareness needed to travel safely and responsibly, with a focus on increasing independence where appropriate.</p> <p>The postholder will plan and deliver structured travel training programmes tailored to individual needs, working in partnership with families, schools, colleges and internal colleagues. The role contributes to improving access to education and community opportunities while promoting independence, inclusion and personal development.</p>			
Accountabilities			
Training Programme Development			
<p>Develop a tailored travel access teaching programme for individuals. Undertake preparatory one-to-one or group teaching in a college, school or resource centre setting and covering the requirements for public service travel to include handling money, time, problem solving, stranger danger, location identification, appropriate behaviour, road safety training, independent travel training to include catching a bus and to deal with issues surrounding personal care and anxieties.</p>			
Training			
<p>Accompany the student or group on their bus journey, including to and from the bus stop, enabling safe travel to the bus stop, boarding, fare payment and training on appropriate behaviour on the vehicle.</p>			
Identification of Students for Independent Travel			
<p>Training Work with the Inclusion Team, Transport Team, Further Education Colleges, Schools, Resource Units and Social Care to identify students who might benefit from travel independence and mobility skills training. Act as a point of contact and liaison with relatives and carers in order to facilitate increased travel independence. Receive and forward information to appropriate colleagues.</p>			
Assessment of Students			
<p>Monitor the progress of the student who graduate to independent travel arrangements by "shadowing" to ensure individual security including risk assessment and route changes when necessary.</p>			

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Administration of Training

Maintain records for each student, to include initial assessment, progress and final outcome. Design documents and prepare reports and presentations to support the Project. Present at Conferences and act as an advisory service for other local authorities and road safety projects.

Consultancy/Advice/Promotion and Presentations

Act in an advisory capacity to other authorities/organisations and when required deliver training in independent travel. Attend public events to promote Independent Travel Training and give presentations to different organisations about this work.

Reviews

Attend annual reviews of SEN students at schools and colleges to advise on student progress, set aims and objectives to achieve independent travel to and from educational establishments.

General Administration

Undertake additional administrative/clerical duties as required by the Strategy Officer – Education Places in order to support the demands of the Education Project and transport service as a whole.

Knowledge / Experience / Skills

	Essential	Desirable
Knowledge		
Knowledge of safe travel practices, road safety and use of public transport.	X	
Understanding of the needs of children and young people, including those with additional needs and/or vulnerabilities.	X	
Awareness of safeguarding responsibilities and professional boundaries when working with children and young people.	X	
Basic understanding of equality, diversity and inclusion in service delivery.	X	
Knowledge of SEND travel, independent travel training or supported travel programmes.		X
Awareness of local transport networks and services.		X
Experience		
Experience of working directly with children and/or young people in a support, education or training capacity.	X	
Experience of delivering one-to-one or small-group support tailored to individual needs.	X	
Experience of communicating effectively with parents/carers and professionals.	X	

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Experience of managing personal safety and risk in a community or public setting.	X	
Experience of delivering travel training or independence-focused support.		X
Experience of working with children and young people with SEND.		X
Experience of recording progress and outcomes against agreed objectives.		X
Qualifications / Registrations / Certifications		
GCSEs (or equivalent) in English and Maths, or demonstrable equivalent skills.	X	
Relevant qualification in education, youth work, care or training.		X
First Aid qualification.		X
Skills		
Ability to build positive, trusting relationships with children and young people.	X	
Strong communication skills, with the ability to adapt style to suit individual needs.	X	
Ability to plan, deliver and review structured training activities.	X	
Good observation, assessment and problem-solving skills.	X	
Ability to work independently while contributing effectively to a wider team.	X	
Basic IT skills for recording information and communicating with colleagues.	X	
Coaching or mentoring skills.		X
Confidence in managing challenging situations calmly and professionally.		X
Working Conditions		
Dimensions of the role		
Working Arrangements		
<i>Somerset Council's Dynamic Working Strategy will be applied to this position.</i>		

Corporate Accountabilities

Understand, uphold, and promote the aims of the council's equality, diversity, and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do. Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.

Date: 4th February 2020