



## Job Description

Job Title:	<b>Motor Mechanics Instructor</b>
Hours:	Sessional work (daytime) – an average of 4 hours per session
Responsible to:	Workshop Manager / Session Leader
Location:	Albury, near Guildford and across Surrey
Salary:	£50.40 per session (pro rata £22,932pa) inc. holiday allowance

### **GASP Motor Project**

GASP is a small Surrey based charity which provides hands-on courses in basic motor mechanics and practical engineering for young people – often those who are disaffected and vulnerable – who live in Surrey and the surrounding area. Operating from a purpose built vehicle workshop in Albury, Guildford, or around the county from our Mobile Unit, GASP provides an Alternative Learning programme, teaching young people practical skills in a safe and supervised professional environment, helping them to change their behaviours, appreciate the value of teamwork, and prepare for the world of work.

Our accredited 'Daytime courses' (workshop and mobile) are between 6 and 12 sessions long, coinciding with school term times. They are mainly delivered on a 'one session a week' basis either during the school day, or immediately after it. Students are in the 13 to 19 years age range, and each programme is restricted to between four and six young people, ensuring targeted learning.

At present GASP focuses on car mechanics and general maintenance, and on working with small vehicles such as go-karts and quad bikes. All courses offer the participating young people an opportunity to gain an AQA Unit Award accreditation.

### **The Role:**

The primary role is the delivery of hands-on basic motor mechanics sessions and courses, working with, and directly supporting, individuals or small groups of young people. Session delivery will either take place in our workshop in Albury, or in other locations around the county using our mobile unit.

### **Main responsibilities are to:**

Work with and provide support for the Workshop Manager / Session Leader in the delivery of basic motor mechanics training for young people.

Provide support for either individual or small groups (maximum 3 people per instructor) of young people.

Work with the young people teaching hands-on skills, using the correct tools in a safe manner

Be a safe and positive role model for the young people.

Ensure that Health & Safety procedures are complied with at all times both in the workshop and at schools, ensuring students wear the correct PPE.

Monitor behaviour of the young people at all times, reporting any problems/issues to the Workshop Manager/Session Leader

Maintain worksheets (as requested by Workshop Manager / Session Leader), ensuring accurate records are kept of the work undertaken by young people and progress made, and that these are updated as required

Undertake any other responsibilities and ad hoc duties as required

Follow GASP policies & procedures and work to the vision, values and standards of GASP

### **Skills / Experience**

A keen interest in, and understanding of, motor mechanics gained either in a motor vehicle workshop or other relevant role. Experience gained as a hobby or pastime would be acceptable if backed by a suitable professional career.

An aptitude for working with young people. Experience as a youth worker or teacher is highly desirable.

A patient, calm and with a well organised nature is essential

Understanding of Health & Safety requirements appropriate to a workshop environment

Ability to keep and maintain clear and concise records

Flexibility and an ability to work under own initiative when required

Current First Aid training is desirable

### **Additional Information**

The instructors typically work 2 to 4 sessions per week (an average of 4 hours per session). There is some flexibility over days and location.

We do whenever possible try to ensure that the same staff team deliver all the sessions in each course. This gives students continuity and a better learning experience. We ask our sessional staff to commit to working for the duration of the courses (normally 6, 10 or 12 weeks). The role is paid per session.

**Please note that all GASP Motor Project staff are required to have an 'Enhanced DBS Check'.**

**For more information, please phone 07342 185124**