

SEND Travel Training Development Worker

Key Details

- **Salary:** £16,323.42 per year (rising to £16,813.13 after passing probation)
- **Hours:** 24 hours per week, worked over 3 weekdays (Monday to Friday)
- **Contract:** Fixed-term until 31 March 2026, with potential to extend depending on funding
- **Location:** Working across the London Borough of Hounslow, nearby boroughs, and from home
- **Reporting to:** Travel Training Service Manager

About Us

We are a local charity based in Ealing, supporting children, young people and adults with learning disabilities and their families. We work to ensure everyone we support has opportunities to live a full and independent life.

Support young disabled people to build confidence and independence. Join a friendly, values-led organisation making a real difference.

We are proud to be a Gold-rated Investors in People employer, which means we are committed to supporting and developing our staff.

About the role

As a SEND Travel Training Development Worker, you'll help young people and young adults (up to age 25) with learning disabilities learn how to travel independently on public transport. The role involves delivering Travel Training specifically to young people and adults who live in Hounslow. This includes teaching practical travel skills, building confidence, and helping people develop independence and life opportunities.

You'll work directly with young people and their families, as well as schools, professionals, and local services. Your work will be one-to-one and sometimes in group settings. You'll also support the wider development of the travel training project.

Main Responsibilities

Travel Training Delivery

- Provide 1:1 support to young people and young adults with learning and other disabilities to learn safe and independent travel
- Ensure the safety and wellbeing of learners during training
- Build positive working relationships with families, schools and carers, providing regular updates
- Carry out initial assessments to check if someone is suitable for travel training
- Complete individualised risk assessments and create support plans
- Develop or adapt accessible, engaging learning resources
- Record learner progress clearly and accurately using internal systems
- Liaise with schools, local authorities and other services involved in the learner's support

Promoting and Developing the Service

- Organise or contribute to workshops, events and group sessions for schools, parent/carer groups and young people
- Help identify new learners who may benefit from travel training by working with schools, SEN transport and local authority contacts
- Support marketing and outreach activities to promote the service
- Help address any transport-related issues and promote awareness of the needs of disabled young people
- Share ideas to help improve the service and support its long-term success

Teamwork and Organisational Duties

- Follow all organisational policies and procedures, especially safeguarding, health and safety, and equality and inclusion
- Communicate professionally and positively with all stakeholders
- Carry out other reasonable tasks as agreed with your line manager

Other Important Information

- This role involves starting early in the morning from different locations across Hounslow or surrounding boroughs
- You must feel confident using public transport across London
- Lone working is part of the role, but you will be supported by the wider team
- Occasional out of hours work may be required

Person Specification

Please show how you meet each of the criteria below in your application, using examples where possible.

Essential

- Experience (paid or voluntary) supporting people with learning disabilities and/or their families
- Experience working with disabled young people or adults in a support, teaching, or care environment
- A good understanding of the barriers that young people with disabilities may face, including in relation to travel and independence
- Awareness of safeguarding issues and your responsibilities when working with children and vulnerable adults
- Ability to build trusting relationships with young people, families, and professionals
- Strong communication skills, including working with people who have limited speech or use different methods of communication
- Clear writing skills, with the ability to adapt tone and language depending on the audience
- Confidence using IT systems, including email, Word, spreadsheets, Google Docs, and social media
- Good time management and the ability to stay organised and meet deadlines
- Able to work independently, manage a caseload, and ask for help when needed
- Positive, flexible attitude and attention to detail
- Ability to respond calmly to challenging behaviour or situations
- A team player who supports colleagues and works towards shared goals

Desirable

- Experience delivering travel training, buddy schemes, or other transport-related support
- Experience giving presentations or running group sessions or workshops

- Experience in person-centred planning

Please note

This job description is a guide to the role. Tasks may change over time, and we'll review and update the description if needed.