

## Job Description

<b>Job Title:</b>	Mental Health Practitioner-Education
<b>Hours:</b>	35hours
<b>Contract:</b>	Permanent
<b>Responsible to:</b>	Project Manager
<b>Based in:</b>	Across OLDHAM
<b>Salary:</b>	£23,175.35

### Summary of Main Duties and Responsibilities

- Undertaking full clinical assessments meeting with parents, teachers and children
- To provide one-to-one Counselling working within a time limited framework
- Able to work evenings and/or Saturday morning to deliver sessions outside of education hours
- Manage a caseload of clients, incoming/outgoing referrals and waiting lists.
- Assess and manage client risk and safeguarding issues
- To work closely with school leads and agencies within the wider mentally healthy school's partnership
- To work closely with admin lead to ensure accurate and timely recording of service provision on client systems
- To work within the values of Tameside, Oldham and Glossop Mind.
- To attend regular independent clinical supervision, work within and adhere to the BACP framework of codes and ethics
- To work within the policies, guidelines and procedures of Tameside, Oldham and Glossop Mind.
- To ensure all duties reflect a commitment to Equal Opportunities, compliance with Information Governance and Data Protection policies

### Duties Relating to the Post

- To work as part of the Youth in Mind team and in partnership with the wider team to ensure day-day provision of services
- Responsibility for the planning and organisation of straightforward tasks, activities or programmes, some of which may be ongoing.
- Responsible for implementation of policies for own work area and proposes changes to work practices or procedures for own work area.
- Responsible for the safe use of equipment
- Responsible for providing training in own discipline/practical training or undertaking basic workplace assessments

- Responsible for Providing and receiving routine information orally, in writing or electronically to inform work colleagues, clients, carers, the public or other external contacts
- To make judgements based on facts or situations, some of which require analysis
- To work in partnership with a wide range of partners, key stakeholders and communities.
- To implement clinical care/care packages and provides advice in relation to the care of an individual or groups
- To research further funding opportunities for the department, including increasing unrestricted funding to support in overall sustainability for the department
- To take responsibility to ensure all projects are monitored and evaluated effectively for safety and key stakeholders.
- To be responsible for achieving all outcomes and outputs related to key projects
- Carry out any other reasonable tasks as requested by relevant manager

## Person Specification

**E = Essential and must be able to demonstrate these points in order to be shortlisted**

### Attitudes and values

1. A commitment to providing effective high quality services (E)
2. A willingness to embrace change and the unknown (E)
3. A desire to develop services and take on new challenges (E)
4. A willingness to develop and maintain positive working relationships (E)
5. Emotional resilience and ability to manage own wellbeing (E)
6. A commitment to achieving targets (E)
7. A desire to work independently and proactively (E)

### Experience

1. 1 years' relevant experience of providing Counselling to children and young people (E)
2. Experience of working with volunteers (D)
3. Experience or working within an e

### Qualifications

1. Level 4 Counselling qualification from a recognised academic institution. (E)

### Knowledge

1. A good awareness of emotional wellbeing and mental health issues (E)
2. Good knowledge of client presentations appropriate for counselling and referral pathways into other mental health and wellbeing support services (D)

### Abilities

1. Ability to manage and achieve targets including data collection and input

2. Ability to communicate effectively with staff, volunteers, clients and external agencies or partners
3. Ability to build strong working relationships with partners
4. Ability to prioritise own workload to meet deadlines
5. Effective verbal and written communication
6. Ability to work independently and as part of a team
7. Ability to work pro-actively, independently and autonomously
8. Ability to respond to problems and implement solutions
9. Ability to manage and respond to change and uncertainty
10. Ability to travel across the geographic area of TOG Mind
11. Ability to manage professional boundaries
12. Ability to undertake any other reasonable tasks requested

#### **Additional requirements dependent on the role**

1. Ability to assess and manage client risk and safeguarding issues
2. Ability to manage waiting lists
3. Ability to manage own personal wellbeing when dealing with emotional issues, risk and safeguarding
4. Ability to work therapeutically with clients with a broad range of issues
5. Ability to recruit, manage and motivate staff and/or volunteers
6. Ability to use IT (including any job specific requirements)

