###### groundwork logo green on whiteC:\Users\hannah.kashman\AppData\Local\Temp\Temp1_SouthwarkLogo.zip\Southwark logo\CMYK with safe area\Southwark_Council_2015_fc_with_safe_area_CMYK.jpgGroundwork London Job Description

Job Title: Child & Young Person Mental Wellbeing Lead

**Responsible to:** Open Access Manager

Location: Open Access Drop-in Centre in Peckham and across the London Borough of Southwark as needed

Job Background:

The Open Access Centre is a service delivered by the Groundwork London Trust on behalf of Southwark Council. It will be an open access service leading on early intervention and prevention to improve the mental well-being of children and young people across the London Borough of Southwark.

The programme is a test and learn service that will develop in accordance with the needs and assessed feedback from those using the service. Initially in the first year of service delivery, the Open Access Centre will be available to children and young people aged 13 and over, however as the service develops it will expand to support children and young people aged 0 – 25 and their parents/guardians/carers. It will deliver a whole family approach to support and improve the mental wellbeing of children, young people and their families.

The Child & Young Person Mental Wellbeing Lead provides a vital strategic and practical role across Groundwork London’s mental wellbeing support agenda. Working as part of the Open Access Team they will oversee and deliver therapeutic interventions to support children and young people struggling with their emotional wellbeing and low level mental health concerns. The Child & Young Person Mental Wellbeing Lead also supports the Wellbeing Coaches with their caseload, and act as a central resource providing a sound knowledge base, advice and guidance. Where needed, they refer service users to appropriate professional services where the need of the individual exceeds the scope and delivery ability of the Open Access Centre.

The Child & Young Person’s Mental Wellbeing Lead is also key to developing and maintaining positive strategic relationships with service users, education establishments and community partners, and ensuring service delivery for children, young people and their families are of the highest possible standards.

MAIN OBJECTIVES:

* Provide wellbeing support for children and young people through the delivery of high-quality; outcome-informed, focused, evidence-based interventions for service users experiencing mild to moderate anxiety, low mood and stress in 1:2:1 and group formats.
* Support and improve service user’s mental wellbeing and reduce the number of avoidable referrals to specialist services.
* Provide clinical supervision to the Wellbeing Coaches, monitoring their caseloads in order to ensure that their interventions are informed by the psychological evidence base, and determining when more specialist therapeutic intervention need to be provided in-house or accessed from partners in specialist CAMHS and AMHS.

KEY TASKS AND RESPONSIBILITIES:

* Mange a caseload of service users as deemed suitable by the service manager and dependent on level of need and demand.
* Support and empower children, young people and their families to make informed choices relating to interventions.
* Assess and deliver therapeutic interventions, such as counselling and CBT, to children and young people experiencing moderate mental wellbeing concerns in 1:2:1 and group-work sessions in a variety of settings.
* Work closely with the families of children and young people where it is appropriate and needed to help them support their child/young person to manage their mental wellbeing.
* Develop and maintain a thorough ‘local knowledge’ of the borough and its services and facilities, particularly in relation to mental health issues.
* Undertake Risk Assessment in relation to self, others and the service as it is deemed appropriate.
* Make referrals to suitable agencies should a child or young person present with concerns beyond the scope of provision provided by the Service ensuring on-going support to enable a seamless referral process.
* Produce reports detailing support provided to service users for external agencies, such as educational, health and social care if necessary.
* Accept referrals from external agencies, such as schools, CAMHS triage, and wider community services.
* Make decisions on the suitability of new referrals, adhering to Open Access referral protocols, referring unsuitable service users on to the relevant service or back to the referral agent as necessary.
* Run pop-up events across the borough and work in collaboration with children, young people, families and community stakeholders to increase service visibility and accessibility.
* Deliver practice-based mental health and wellbeing training events for internal and external needs.
* Collect feedback from service users to provide real-time information on service performance that is used to inform, and where necessary, improve service visibility, access and delivery.
* Collect data using surveys, reports and case studies for monitoring and evaluation purposes.
* Ensure all records are kept in accordance with mandatory and regulatory guidelines and standards, including those promulgated by Mental Health Standards authorities, and in relation to Personal and Personal Sensitive Data under the Data Protection Act 2018
* Adhere to Groundwork London’s policies and procedures on confidentiality, safeguarding of Adults and Children, and the management and sharing of information.
* Work flexibly on evenings and weekends to ensure full and supportive delivery of the programme.

OTHER RESPONSIBILITIES

* Contribute to the development of best practice within the Service.
* Undertake any other related responsibilities commensurate with the evolving objectives of the post the Service and the Groundwork London Trust, as may reasonably be requested by the Director
* Work with due regard for Groundwork’s core values and objectives
* Ensure the effective implementation of and adherence to, the Trust’s Diversity, Equal Opportunities, Health and Safety and Safeguarding of Adults and Children policies and procedures
* All staff, the Board and volunteers will actively support in their daily operations and duties Groundwork London’s Environmental Management System.

PERSONAL AND PROFESSIONAL DEVELOPMENT

* Participate in the Groundwork London Performance Management and Appraisal process, and agree short, medium and long term goals with line manager, and direct line staff.
* Participate in regular clinical supervision and any other requirements to maintain registration.
* Identify learning and development needs with line manager and evaluate T&D to demonstrate needs have been met.
* Share best practice and achievements, and actively seek opportunities to present outcomes and case studies.
* Contribute to the learning of others across the organisation by sharing knowledge and skills both informally and formally by participating in the trust’s training and development programme.

**Feb 2020**

**HR ID:**

**Person Specification**

**Note to Applicant: When completing your application form you should demonstrate/evidence the extent to which you have the necessary education, experience, knowledge and skills identified as required by the Person Specification Criteria for the post.**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Position Name: Name of Post** | | | | | | | | | |
| JobFactors | Criteria No | Person Specification Criteria | **Ranking** | **Criteria to be tested by the following documents and/or activities** | | | | | |
| **E = Essential**  **D = Desirable** | **Application Form** | **Interview** | **Presentation** | **Practical Exercise Test** | **Work Simulation Test** | **Certificates or Qualifications** |
| **Qualifications & Experience** | **1** | Relevant Professional Qualification, e.g. social worker, nurse, occupational therapist, psychotherapist, psychologist, counsellor | E | **✓** |  |  |  |  | **✓** |
| **2** | Current registration with relevant professional body, such as UKCP, BACP, BABCP, HCPC, NMC | E | **✓** |  |  |  |  |  |
| **3** | Substantial experience in mental health and wellbeing | E | **✓** | **✓** |  |  |  |  |
| **4** | Experience of working within NHS CAMHS/AMHS provision | D | **✓** | **✓** |  |  |  |  |
| **5** | Significant experience working with children and young people | E | **✓** | **✓** |  |  |  |  |
| **6** | Significant experience of undertaking assessment, formulation, risk assessment and positive risk management | E | **✓** | **✓** |  |  |  |  |
| **7** | Specialist knowledge across a range of procedures and theory | E | **✓** | **✓** |  |  |  |  |
| **8** | Professional knowledge acquired through degree/diploma | E | **✓** |  |  |  |  |  |
| **9** | Relevant training and experience of specialist short courses | E | **✓** |  |  |  |  |  |
| **10** | Evidence of continuing professional development | E | **✓** |  |  |  |  |  |
| Competencies | **11** | Knowledge of child and adolescent development and the role of the family in supporting children and young people’s emotional wellbeing | E | **✓** | **✓** |  |  |  |  |
| **12** | Knowledge of NICE Guidelines, Mental Health Act, Children Act | E | **✓** |  |  |  |  |  |
| **13** | Understanding of common mental health concerns experienced by children and young people | E | **✓** | **✓** |  |  |  |  |
| **14** | Knowledge and understanding of the barriers and challenges facing children and young people seeking support for their mental wellbeing | E | **✓** | **✓** |  |  |  |  |
| **15** | Experience of liaising with external agencies, such as health, education and social care | E | **✓** | **✓** |  |  |  |  |
| **16** | Experience training others on topics relating to mental health | D | **✓** |  |  |  |  |  |
| **17** | Ability to keep accurate records including service user development logs and use data recorded for evaluation and monitoring | E | **✓** |  |  |  |  |  |
|  | **18** | Willingness to be flexible in work patterns and to fulfil regular evening and weekend duties | E | **✓** |  |  |  |  |  |
|  | **19** | Commitment to Equality & Diversity and Equal Opportunity | E |  | **✓** |  |  |  |  |