###### groundwork logo green on whiteGroundwork London Job Description

Job Title: The Roots ASC/ADHD Therapeutic specialist

Responsible to: Service Manager

Responsible for: Volunteers as appropriate

Location: Various sites/locations across the Borough of Waltham Forest

# Job Background:

Groundwork London is seeking a therapist with additional training and experience in working therapeutically with neurodiverse young people experiencing mild to moderate mental health concerns.

In this role you will have the opportunity to contribute to the development and implementation of a new mental health service for young people in the diverse borough of Waltham Forest. You will be committed to enhancing the confidence, mental health, and overall wellbeing of young people & their families aged 5-17.

We are looking for a dynamic and flexible practitioner who, with the support of the Service Manager and Clinical Lead, will hold a caseload of young people across our Waltham Forest sites which are community, school-based and remote.

# Main Objectives:

* Hold a caseload of service users as deemed suitable by Service Manager Adapt and deliver evidence-based therapeutic interventions to suit neurodiverse young people and their families.
* Conduct initial assessments, case formulation, and, where necessary, safety planning and risk management for service users.
* Deliver short-term therapeutic interventions in various formats, e.g. 121 work, group work, drop-ins, workshops, and single-session interventions.
* Contribute to the development and adaptation of manualised interventions to fit the specific needs of young people in the borough and the service.

# Key Tasks and Responsibilities:

* Work closely alongside the Service Manager to make onward referrals where appropriate to specialist services, ensuring follow-up
* Maintaining accurate and timely client records on our confidential client recording system
* Deliver ongoing co-production activities, e.g. workshops, questionnaires, etc., to ensure young people’s voices are at the heart of service delivery.
* Work flexibly on evenings and weekends to ensure full and supportive delivery of the programme when appropriate.
* Develop and maintain a thorough ‘local knowledge’ of the borough and its services and facilities, particularly in relation to mental health issues.
* Build and maintain excellent relationships and communication with stakeholders and partners/services such as CAMHs, schools, Family Early Help, Youth Offending Services and Social Services.
* Collect and record routine outcome measures from service users, bringing these for discussion regularly within supervision
* Compile case studies for monitoring and evaluation purposes and to bring to supervision to ensure continued development as self-reflexive practitioner
* Ensure adherence across the team to Groundwork London’s policies and procedures including confidentiality, safeguarding and the management and sharing of data under the GDPR regulations and of the Data Protection Act 2018.

# Other Responsibilities

* Undertake any other related responsibilities commensurate with the evolving objectives of the post and the evolution of the Trust, as may reasonably be requested by the Manager.
* 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 Data Security and Protection policies and procedures and reporting lines in the event of any concerns.
* All Staff, the Board and Volunteers will actively support in their daily operations and duties Groundwork London’s Environmental Management System (EMS) and commitment to carbon reduction.

# 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.
* 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.

June 2025

HR ref: 201/1260

**Person Specification - CBT trained practitioner – ASD/ADHD specialist**

**Note to Applicant:** When completing your application form, you should demonstrate/evidence of your experience, knowledge, skills & education in your application based on these criteria for the post.  The grid also shows at which stage of application and interview these are scored.

| **Criteria** | | **Essential or Desirable** | **Application form** | **Interview** | **Task** | **Certificates or Qualifications** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Relevant Professional Therapeutic Qualification, e.g. CWP, PWP, CBT, IAPT, EMHP, Counselling | **E** | **✓** |  |  | **✓** |
| 2 | CBT IAPT CYP Qualification ASC/LD Pathway or other additional training in neurodiversity | **D** | **✓** |  |  |  |
| 3. | Current registration/accreditation with relevant professional body, such as BABCP, UKCP, BACP, HCPC or qualified to minimum standards and working towards accreditation with BABCP. | **E** | **✓** | **✓** |  | **✓** |
| 4. | Knowledge and experience of delivering neurodiversity therapeutic interventions with ADHD/ASC specialism | **E** | **✓** | **✓** |  |  |
| 5. | Significant experience working with neurodiverse young people in a professional setting. | **E** | **✓** | **✓** |  |  |
| 6. | Experience of undertaking assessment, formulation, risk assessment and safety planning | **E** | **✓** | **✓** |  |  |
| 7. | Experience of working with a caseload of young people between the ages of 5 - 17 | **E** | **✓** | **✓** |  |  |
| 8. | Demonstrate a thorough knowledge, understanding and use of evidence-based therapeutic interventions | **E** | **✓** | **✓** |  |  |
| 9. | Knowledge and understanding of the barriers and challenges young people face when seeking support | **E** | **✓** | **✓** |  |  |
| 10. | Ability to form close and effective relationships with families from a wide range of backgrounds | **E** | **✓** | **✓** |  |  |
| 11. | Ability to support service users, broaden horizons and support them to take advantage of opportunities whilst overcoming barriers | **D** | **✓** | **✓** |  |  |
| 12 | Experience of working collaboratively and collecting feedback from children and young people to shape service delivery | **D** | **✓** | **✓** |  |  |
| 13. | Confidence in independent working and managing own workload | **E** | **✓** | **✓** |  |  |
| 14. | Working knowledge of Safeguarding, the ability to follow procedures, and develop and work within a culture of safe practice | **E** | **✓** | **✓** |  |  |
| 15. | Ability to follow Policies and Procedures in relation to Data Protection and Security, and Protection of Personal and Sensitive Personal Data | **E** | **✓** | **✓** |  |  |
| 16. | Ability to plan and manage a complex work programme, prioritise tasks and deliver results on time | **E** | **✓** | **✓** |  |  |
| 17. | Ability to use MS Office 365, or equivalent, for high quality reporting and communications with beneficiaries, colleagues and stakeholders | **E** | **✓** | **✓** |  |  |
| 18. | Ability to keep accurate records including service user development logs and use recorded data for evaluation and monitoring | **E** | **✓** |  |  |  |
| 19. | Willingness to be flexible in work patterns and to fulfil regular evening duties | **E** | **✓** |  |  |  |
| 20. | Understanding of and commitment to Groundwork London Equity, Diversity and inclusion in practice | **E** | **✓** |  |  |  |

***Appointment to this role is subject to an enhanced DBS through the Disclosure and Barring service***