



JOB DESCRIPTION			
<b>Job title:</b>	Mental Wellbeing Worker	<b>Contractual Status:</b>	Fixed term contract until 1 <sup>st</sup> August 2022
<b>Hours of work:</b>	Part-time, 28 hours per week: Monday to Friday between 9am to 5pm but must include school hours	<b>Salary range:</b>	£22,500 per annum
<b>Location:</b>	Assigned secondary school in Pendle, Lancashire and Turf Moor, Harry Potts Way, Burnley, BB10 4BX	<b>Reporting to:</b>	Schools Mental Wellbeing Project Manager and assigned line manager at the specific secondary school

Job Summary:
<p>Support students in the assigned secondary school identified as needing help with their mental wellbeing, by offering a range of interventions in both one-to-one and group settings.</p> <p>Raise awareness of mental health within their respective schools, educating parents, students, and teachers alike to make the school 'a mentally healthy school'.</p>
Roles and Responsibilities:
<ul style="list-style-type: none"> <li>• Assess and support students in assigned secondary school who are experiencing common mental health difficulties such as mild to moderate symptoms of depression, anxiety, and low mood.</li> <li>• Work collaboratively with student support services/Pastoral team within the secondary school.</li> <li>• Make accurate assessments of the risk students poses to themselves and others.</li> <li>• Offer a range of low-intensity, cognitive behavioural therapy (CBT)-based interventions that will help students to manage their own recovery.</li> <li>• Manage referrals and signposting to other appropriate agencies including statutory services.</li> <li>• Devise a shared treatment plan with students that will be delivered via a range of methods including group and one-to-one support.</li> <li>• Attend multidisciplinary meetings about referrals or students receiving or requesting treatment.</li> <li>• Develop strong professional relationships with schools and primary and secondary care staff, such as general practice staff and mental health workers.</li> <li>• Liaise with external agencies including police, local authority, employers, and employment support workers.</li> <li>• Provide and receive information related to mental health and CBT to individuals or groups of students, relatives, carers, members of the public and professionals.</li> <li>• Educate and involve family members and others in your student's treatment, as necessary.</li> <li>• Keep accurate records uploading to data analysis software – VIEWS and CPOMS.</li> <li>• Ensure the maintenance of standards of practice according to the employer and any regulating bodies and keep up to date on new recommendations/guidelines set out by the department of health (e.g., NHS plan, National Service Framework, National Institute for Clinical Excellence, BACP).</li> <li>• Attend relevant conferences/workshops in line with identified professional objectives.</li> <li>• To be able to work flexible hours where the role of the job requires.</li> <li>• To work towards agreed Key Performance Indicators (KPIs).</li> <li>• Comply with all Charity policies.</li> <li>• Promote the Burnley FC in the Community brand and ethos in a professional, strong, and positive manner.</li> <li>• Work alongside other team members to support in other areas of the organisation as and when required to promote best practice.</li> <li>• To understand and implement the Club's Safeguarding policy, procedures, and best practice guidelines in your role. To use this understanding to ensure safe working practices, appropriate reporting of concerns and contribute positively to a safe environment.</li> <li>• A commitment to equality and diversity in the workplace.</li> <li>• Willingness to attend training courses including Safeguarding and Equality and Diversity.</li> </ul>



- Always demonstrate the Charity's values.
- This job description is issued as a guideline to assist you in your duties and is not exhaustive. You may, on occasions, be required to undertake additional or other duties within the context of this job description.

PERSON SPECIFICATION		
CRITERIA	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> <li>• Psychology degree, mental health degree or a degree in a relevant clinical qualification.</li> </ul>	<ul style="list-style-type: none"> <li>• Training in other psychological therapies.</li> <li>• Youth Mental Health First Aid.</li> </ul>
EXPERIENCE & SKILLS	<ul style="list-style-type: none"> <li>• Experience in working with young people who are experiencing common mental health problems.</li> <li>• Experience in providing one-to-one mental health support to young people and families.</li> <li>• Skills to offer a range of low-intensity, cognitive behavioural therapy (CBT)-based interventions.</li> <li>• Knowledge of appropriate childcare legislative framework (vulnerable adults and children).</li> <li>• Excellent communication skills, both written and verbal.</li> <li>• Excellent IT skills including intermediate abilities in all MS Office programmes.</li> <li>• Access to transport for work purposes and to travel to locations throughout the local area.</li> <li>• Time management skills to be able to plan and regulate workload including the ability to prioritise demands and thrive under pressure.</li> <li>• Strong Safeguarding knowledge and an ability to recognise safeguarding concerns.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of partnership working in a multi-agency setting.</li> <li>• Experience of working in Primary Care Services.</li> <li>• Worked in a service where agreed targets are in place demonstrating clinical outcomes.</li> <li>• Fluent in language(s) other than English.</li> <li>• Membership of Professional Bodies i.e., HCPC, BACP AND BPS.</li> <li>• Representation and advocacy skills/experience.</li> </ul>
PERSONAL QUALITIES	<ul style="list-style-type: none"> <li>• Enthusiastic and motivated.</li> <li>• Ability to work within a team and foster good working relationships.</li> <li>• Able to develop good therapeutic relationships with students.</li> <li>• Awareness of equal opportunities issues.</li> <li>• Regard for others and respect for individual rights of autonomy and confidentiality.</li> <li>• Ensure the service is delivered and managed in accordance with the</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to use clinical supervision and personal development positively and effectively.</li> <li>• Ability to evaluate and put in place the effect of training.</li> </ul>



	<p>secondary school and charity's safeguarding policies and procedures.</p> <ul style="list-style-type: none"><li>• A passion for community and making a difference.</li><li>• A positive 'can-do' attitude.</li></ul>	
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