

Role Profile: Young Person's Outreach Worker

Job Purpose

This role is an exciting opportunity to work for Mind BLMK as part of the Milton Keynes Young Person's Sanctuary. As a Young Person's Outreach Worker, you will be responsible for promoting the Young Person's Sanctuary and developing collaborative relationships with external organisations to ensure all young people in Milton Keynes can access support when in crisis. You will be expected to complete one shift a week in the Milton Keynes Young Person's Sanctuary, where you can provide support to young people in crisis. This is a busy role and will require excellent communication skills and creative thinking when working with Schools, Colleges and Statutory Services to develop a pathway into the Young Person's Sanctuary. As an Ambassador for Mind BLMK, you will need to have a passion for young people's mental health and an ability to operate at all levels.

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| Post no: | 588 |
| Closedown: | 5pm 22 March 2024 |
| How to apply: | Download Mind BLMK's Employment Application form from the website (www.mind-blmk.org.uk) and submit your completed application to recruitment@mind-blmk.org.uk |
| Start date: | ASAP |
| Job title: | Young Person's Outreach Worker |
| Working base: | Milton Keynes |
| Area covered: | Milton Keynes, and other sites in surrounding areas where appropriate |
| Reports to: | Young Person's Sanctuary Manager - MK |
| Job purpose: | To promote the utilisation of the Milton Keynes Young Person's Sanctuary through outreach work within Schools, Colleges and Statutory Services. To raise awareness of our crisis alternative offer for young people and facilitate drop-in support sessions in the local community. |
| Contract type: | Permanent |
| Salary: | £22,500 |
| Contracted hours: | 37.0 hours |
| Working days: | Flexible across Monday to Sunday, with expectation to work one shift per week in the Young Person's Sanctuary. YPS shift times: 4pm – 10pm. |
| Working hours: | 7.4 hours a day |
| Flexibility required: | Occasional evenings and/or weekends to attend events/meetings/complete one YPS shift per week. |
| Checks needed: | Enhanced DBS and 2 satisfactory references |

Job Description

Cross Collaboration Outreach

- Work closely with external organisations in order to raise awareness of the Milton Keynes Young Person's Sanctuary.
- Promote the Young Person's Sanctuary by developing close working relationships with local Schools and Colleges.
- Facilitate drop-in sessions at local Schools, Colleges and Statutory Service to provide crisis interventions and support to young people.
- Facilitate crisis learning sessions to Schools and Colleges to promote the Young Person's Sanctuary and work towards removing access barriers.
- Attend local events, manage a stall and assist with the promotion of the Young Person's Sanctuary.
- Work with professional colleagues from the local authority, Thames Valley Police, Schools, Colleges and NHS to promote the Young Person's Sanctuary and improve access for diverse communities.

Service Delivery

- Deliver crisis focussed 1:1s and ensure outcomes which supports young people experiencing a mental health crisis, in line with Mind BLMK's agreed crisis service and requirements as well as contract requirements.
- Assessing need and suitability for the service in line with the access to services process, and undertaking 1:1s.
- Contribute to maintaining an effective volunteer workforce for the service in line with Mind BLMK's HR policies, procedures and guidance (workload planning and support).
- Carry out health and safety responsibilities as directed by the Manager in line with Mind BLMK's H&S policies, procedures and guidance (risk assessments, reviews, reporting, safeguarding, incidents/accidents, premises).
- Carry out cash handling responsibilities as directed by the Manager in line with Mind BLMK's financial policies, procedures and guidance (records, petty cash income and expenditure).
- Carry out responsibilities as directed by the Manager for the collection, updating, monitoring and reporting of service data in line with Mind BLMK's contract and systems requirements and procedures
- Attendance to mandatory clinical supervision is required for this role. It occurs once every six weeks for one and a half hours.

PR and Marketing

- Support the implementation of marketing strategies and targeted campaigns for the Milton Keynes Young Person's Sanctuary.
- Supporting in the publication and distribution of press materials, news stories, and updates, both internally and externally for the Milton Keynes Young Person's Sanctuary.

General

- Be an Ambassador and work within the ethos, vision and values of the organisation and in line with the organisation's policies and procedures.
- Establish and maintain effective working relationships with the Mind BLMK team and relevant key post holders.
- Establish and maintain effective working relationships with Schools, Colleges and Youth Groups in the local area.
- Commit to and complete training and qualifications identified for the role in line with organisational need, Staff Development and Training policies and procedures.
- Undertake any other duties as required by the

| Person Specification | Essential/ Desirable |
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| Experience | |
| Have worked with young people in a mental health or educational setting for a minimum of 2 years. | E |
| Proven ability to develop and maintain good working relations with a wide range of people and audiences | E |
| Knowledge or experience of updating a database | D |
| Working with external agencies and senior management towards achieving organisational objectives and goals | D |
| Skills, abilities and knowledge | |
| Understanding of the Young Person's Sanctuary objectives | E |
| Knowledge of facilities in the local area relevant to Young People | E |
| Demonstrate ability to work creatively to reduce access barriers | E |
| Excellent level of literacy, communication, organisational, time management and problem-solving skills | E |
| Good IT skills (e.g. MS Outlook, Excel, Canva, Publisher, Word, Internet, Mail Chimp) | E |
| Good communication, motivational, presentation and negotiation skills | E |
| Valid driving licence and access to a car for work | E |
| Commitment to working outside of normal office hours, at weekends and away from home when the job requires this | E |
| Understanding the wellbeing needs of individuals with mental health needs, including those from diverse communities. | D |

Entitlements/benefits:

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| Annual Leave | 25 days (pro rata) |
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| Bank Holidays | All (pro rata) as per April to March for each year – usually 8 |
| NEST pension scheme | Auto-enrolment (employer contributes 3%, employee contributes 5%) |
| Health Plan | Optional |
| Learning and Development | In-house and external as appropriate for the role. |
| Flexible Working | On request (in line with Mind BLMK policy on Right to Request Flexible Working) |
| Disability Confident Employer signatory | Mind BLMK has been annually assessed and approved as a Disability Confident Employer (previously “Two Ticks”) since 2008. |
| Mindful Employer Plus signatory | Mind BLMK has been committed to the Mindful Employer charter since 2008 (www.mindfulemployer.net) |