**Role Profile: Youth Mental Health Worker**

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| **Post no:** | 592 |
| **Closedown:** | ***5pm 14th May 2024*** *(we reserve the right to close this advert early if enough suitable applicants apply)* |
| **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](mailto:recruitment@mind-blmk.org.uk) |
| **Start date:** | ASAP |
| **Job title:** | Youth Mental Health Worker |
| **Working base:** | Milton Keynes  Eaglestone Health Centre  Standing Way  Milton Keynes  MK6 5AZ  United Kingdom  Parking is included from CNWL |
| **Area covered:** | Milton Keynes |
| **Reports to:** | Youth Mental Health Manager |
| **Job purpose:** | To support young people aged 14-18 to deescalate crisis and improve their mental health and wellbeing, through focussed 1:1s and structured crisis interventions. |
| **Contract type:** | Permanent |
| **Salary:** | 12.25 hrs Actual salary £7,975.08 (F.T.E. £24,088)  18.25 hrs Actual salary £11,881.24 (F.T.E. £24,088)  30.25 hrs Actual salary £19,693.57 (F.T.E. £24,088). |
| **Contracted hours:** | You have the option to choose from the below shifts  2 evenings per week (12.25 hrs)  OR  3 evenings per week (18.25 hrs)  OR  5 evenings per week (30.25 hrs) |
| **Working days:** | Flexible across Monday - Sunday |
| **Working hours:** | 4:00pm – 10:00pm (6 hours) |
| **Flexibility required:** | Evenings and/or weekends depending on agreed hours |
| **Checks needed:** | Enhanced DBS and 2 satisfactory references |

**Job Description**

**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 Team Leader 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 Team Leader in line with Mind BLMK’s financial policies, procedures and guidance (records, petty cash income and expenditure).
* Carry out responsibilities as directed by the Team Leader 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**

* When required and as directed by the Team Leader, represent Mind BLMK in Bedford and Central Bedfordshire to ensure an external presence to promote Mind BLMK’s services to increase awareness and beneficiaries.
* Identify and build good working relationships with community groups, relevant services and activities for partnership work and signposting, as well as keep updated information about them.

**General**

* 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.
* Attend and contribute to meetings relevant to the role (own supervision, appraisal, staff, peer group, AGM, and external as required).
* Commit to and complete training and qualifications identified for the role in line with organisational need, Staff Development and Training policies and procedures.

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| **Person Specification** | **Essential/**  **Desirable** |
| **Experience** | |
| Working in a small service within a wider organisation, including delivering a service against performance targets. | E |
| Minimum of 2 years’ experience working with young people (under 18) with mental health issues and experience of assessing level of need | E |
| Using a dedicated database/system for recording of and reporting service data. | D |
| Working with, coordinating and supporting volunteers. | D |
| **Skills, abilities and knowledge** | |
| Establish and maintain constructive working relationships with a wide range of people | E |
| Promoting a service. | E |
| IT (MS Outlook, Word and Excel and internet) | E |
| Good literacy and numeracy skills | E |
| Good communication, motivational and negotiation skills | E |
| Understanding the wellbeing needs of and working with people with mental health needs, including those from culturally diverse communities | E |
| Carry out assessments and 1:1s | E |
| Knowledge of local community activities and leisure facilities. | D |
| Valid driving licence and access to a car for work | D |
| **Qualifications and training** | |
| Willingness to work towards relevant qualifications in Crisis Care work | D |

Entitlements/benefits:

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| **Annual Leave** | 25 days (pro rata) |
| **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](http://www.mindfulemployer.net)) |