

Post: Wellbeing Practitioner x2

Location: Bradford – required to travel between service locations

Responsible to: Service Manager

Salary: £11.75 per hour

**Purpose of the post**

The Wellbeing practitioner will support the development and delivery of a district wide programme of recovery and maintenance focussed activities and groups to a broad range of clients. The role will play a key function in developing strong community links across the district, to ensure that we are well positioned to connect our work with other organisations to both promote services and expand our reach into the community, leading to better support to our clients.

**Key duties**

* Facilitating practical support groups for mental health recovery that can be delivered at the Mind in Bradford HQ or in other locations.
* Supporting service users from a variety of backgrounds through the delivery of recovery focused groups and activities.
* Complete individual assessments to identify individual aspirations and goals and current position.
* Help clients find appropriate support in the form of targeted groups and activities at Mind in Bradford or elsewhere in the community.
* Motivate, lead and encourage client participation at all levels.
* Offer flexible support to clients in times of difficulty/crisis.
* Develop session plans for structured programmes that are accessible to other staff and volunteers.
* Find, create, and use appropriate tools to support Wellbeing services.
* Ensure that the rights of people with mental health issues are respected and promoted throughout the organisation in accordance with its values and that clients are treated with respect at all times.
* Create partnerships with other local organisations to extend the organisation’s service delivery outreach and to help people with mental health issues find clubs, activities, and groups that may be able to support them
* Support the Service Managers and Director to create meaningful volunteer opportunities that help people to improve their mental health or to improve mental health support in Bradford, Wharfdale and Craven area
* Support the recruitment and development of volunteers
* Support the co-ordination, planning, development and implementation of promotional events and community fundraising
* Deliver tailored workshops and seminars to local organisations as appropriate
* Attend local external meetings that are relevant to the running of the service as Ensure that Wellbeing delivery locations are clean and tidy and provide a welcoming, safe space at all times.
* Complete the necessary paperwork and forms for service delivery at all times (register, session plans, induction forms, client update forms, etc.)
* Monitor and record positive outcomes of those attending groups and encourage referrals into employment, training and education.
* Complete mandatory training related to the role
* Work in alignment with the aims, objectives, and core values of Mind in Bradford
* Undertake any other duties or tasks deemed necessary for the successful running of the wellbeing programme as determined by the senior management team.
* Be familiar with the Mind in Bradford ‘Code of Conduct’ and ensure that it is followed at all times both by staff, volunteers and clients.
* Participate in individual and group supervision and internal/external staff development including mandatory training related to the role.
* To take responsibility, with colleagues, for ensuring that all Health and Safety, Safeguarding, Information Gathering and Equality & Diversity requirements are met and all other Company policies complied with.
* Attend and input to regular team meetings.
* Ensure understanding of and compliance with all Mind in Bradford policies and procedures.
* Work in alignment with the aims, objectives, and core values of Mind in Bradford.
* Undertake any other reasonable duties or tasks deemed necessary by the senior management team.

It is Mind in Bradford’s policy to make reasonable adjustments to enable those with disabilities to undertake the above.

**Our organisation**

Mind in Bradford is a registered charity with a clear purpose to promote mental wellbeing and empower and help people experiencing mental health problems to manage and work towards recovery and fulfilment. We do this through:

* Building community and individual resilience for better mental wellbeing
* Providing early intervention advice and support
* Supporting people in crisis
* Empowering and helping people to recover and sustain improved wellbeing.

**Our values**

Our team is committed to five values which underpin everything we do:

**Partnership -** We work in collaboration with national Mind colleagues, commissioners, and fellow service providers to make the biggest positive difference to the largest amount of people possible.

**Inclusivity** - We reach out to and welcome the diverse communities we serve, providing a hopeful, helpful, caring and safe environment for all who need it.

**Empowerment** - We value and respect each individual, empowering, encouraging and helping those who use our services to regain greater control over their lives.

**Excellence -** We evidence and understand the outcomes and benefits we deliver, and continuously look to improve and innovate with input from those who use, commission and review our services.

**Responsibility** - Raising money responsibly, spending it wisely, and taking responsibility for maximizing the positive impact we make.

**Person Specification**

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| **CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| **QUALIFICATIONS** | * A minimum of 5 GCSEs (or equivalent) grades A-C – must include English and Maths) * Evidence of ongoing professional development | * A degree in an area related to mental health or equivalent * A diploma in psychotherapy, counselling, coaching or some other professional interventions * Hold an NVQ3 level qualification or above in Mental Health or similar * Training or certification in group facilitation |
| **EXPERIENCE** | * Experience of working with adults who have or have had mental health challenges. * Experience of planning, organising, and facilitating groups or training events * Experience of working with and supporting volunteers * Good IT Skills, including the ability to use Outlook, Word, Excel, PowerPoint and Excel | * Experience of supporting promotional events |
| **SKILLS** | * Good, proven communication skills * Good organisational skills * Ability to work as part of a team * Ability to create a work plan and use own initiative * A non-judgemental attitude in relation to mental illness and its manifestation in behaviour * Able to encourage, engage and involve people in ways that promote their involvement, independence, resilience and achieve positive changes in their lives | * Car driver with full UK driving licence and access to own transport. * Food hygiene certificate * First aid certificate * Safeguarding training |
| **KNOWLEDGE** | * An understanding of current issues and debates in mental health and how they might affect our clients * Knowledge of other community organisations and charities in the area that can help Mind in Bradford clients * Has an understanding of the effectiveness of group support and peer group support. | * Awareness of health and safety issues * Understanding of safeguarding and good practice in this area * General knowledge of mental health and wellbeing through lived experience * Clear understanding of national and local mental health policies and strategies |
| **ATTITUDE AND PERSONAL ATTRIBUTES** | * Understanding of and commitment to equal opportunities and diversity. * Self-motivated and enthusiastic approach. * Commitment to providing person centred services. * Understanding that mental health difficulties are a natural part of life. * Ability to build and maintain relationships at all levels. * Motivate and inspire volunteers to achieve their full potential. * Healthy and secure personal boundaries * Understanding of and commitment to the Mind in Bradford values of Partnership, Inclusivity, Empowerment, Excellence and Responsibility. |  |