

## **Newport Mind**

### **Job Description**

<b>TITLE:</b>	Family Support Worker, Bridging the Gap project
<b>RESPONSIBLE TO:</b>	Bridging the Gap Project Manager
<b>GRADE:</b>	NJC 15-22 £22,911 - £26,317
<b>HOURS:</b>	37 Hours

### **PURPOSE OF POST:**

The purpose of this post, as part of Newport Mind's new Comic Relief funded Bridging the Gap project in Newport, in partnership with Literature Wales and Maindee Youth Project, is to:

- i. Provide support to families in Newport that have experienced a trauma related to mental health.
- ii. Deliver restorative and resilience based interventions in the community for up to 6 weeks for families, centred around the young person's experience.
- iii. Develop interventions for families that help to build family relationships, communication and resilience.
- iv. Increase the number of young people with mental health problems and their families accessing support.
- v. Support young people and their families to improve their ability and resilience to deal with, and manage, life transitions and challenges.

The project will offer support for families and young people in Newport, using restorative and resilience approaches to address trauma and reduce the impact of poor mental health. We'll target our work towards those experiencing multiple disadvantage, including deprived areas such as Pillgwenlly, the BAME community, LGBT community and young people experiencing trauma.

This project will create a platform for young people to access mental health support, and a place for families to explore the impact of daily life when a family member is experiencing mental health challenges.

### **PRINCIPAL RESPONSIBILITIES:**

1. Provide opportunities and support for young people to share their experiences, to speak up about their needs and to improve their wellbeing and resilience in order to

- live full and active lives. Ensure that the project and its external influencing activities are informed and shaped by the experiences and needs of young people.
2. Ensure that the project achieves its aims and outcomes by delivering and/or coordinating the following, in conjunction with the Project Manager, Literature Wales and Maindee Youth project:-
    - (i) a peer support service to increase the availability of early support for young people with their mental health problems
    - (ii) a suite of interactive, experiential, skills and restorative based interventions, to improve the ability and resilience of young people with mental health problems to better manage life transitions alongside their families
    - (iii) family based support, developing and using restorative and resilience based frameworks, to enable families to manage conflict and improve communication in the face of mental health related trauma- particularly for young people from deprived areas such as Pillgwenlly, the BAME community, and the LGBT community
  3. Work in partnership with Wellbeing Ambassadors (young volunteers) to develop the project at every stage.
  4. Ensure efficient use of resources in order to deliver project indicators and outcomes within timescales and on budget.
  5. Ensure all work including programmes, training, interventions and support to individuals, groups and organisations are effectively recorded and monitored in order to facilitate planning, achieve outcomes and contribute to performance management on an individual, project and organisational basis using the information to produce high quality statistics and reports as required.
  6. Ensure that equality and diversity are central to the delivery of the project and to the personal working practices of all project volunteers to proactively address disadvantage, inequalities, stigma and discrimination making sure that active steps are taken to reach beneficiaries from marginalised or disadvantaged groups.
  7. Work in accordance with best practice, legal requirements, the policies of Newport Mind, and policies proscribed by the funders and to lead on, and contribute to, the development of the policies required by the project.
  8. Work closely with statutory bodies so that the project creates synergy with, and does not duplicate, statutory services, developing close links and good working relationships with services for young people such as in education, social services, health and probation.
  9. Ensure that the project links in and adds value to appropriate local, regional and national plans, strategies or initiatives.

10. Support service developments through researching and being receptive to relevant models of good practice, disseminating good practice guidelines, identifying and developing multi agency projects or partnerships and initiating new services or provision becoming recognised as an expert on the mental health of young people and life transitions.

11. Produce and deliver presentations, workshops and training at conferences and other events to promote the services the project provides, to share the learning from the project, to influence key stakeholders on policy development and funding opportunities to support the sustainability of the project.

12. Contribute to the production of an annual report, evaluation reports and other publicity material about the project to distribute and publicise to key stakeholders, local, regional and national forums

13. Share minute taking of meetings, in liaison with other project and Newport Mind staff.

14. Support the development of the project at all stages, with partners in a collaborative and constructive way.

15. Work imaginatively with students, volunteers, community members and people accessing services providing individuals and groups with support, guidance, advice, training and supervision to achieve the objectives of the project.

## **EXPECTATIONS**

1. To work in line with, and to support the delivery of, the vision, mission, values and goals of Newport Mind and to be a champion for Newport Mind at all times.

2. Adhere to and work within all the policies of Newport Mind and Comic Relief, such as child protection policy, protection of vulnerable adults, confidentiality and data protection policies, and the policies contained within the employee handbook.

3. To actively participate, engage with, and respond to, Newport Mind's supervision and appraisal processes.

4. To attend and positively contribute to Newport Mind, Literature Wales, Maindee Youth Project, Young Person's Advisory Panel and other relevant meetings in agreement with the Bridging the Gap Project Manager

5. To attend and positively contribute to Newport Mind, Minds in Gwent and relevant training as required.

6. To actively contribute to a positive, supportive and constructive working ethos, relationships and environment with Newport Mind, partner organisations and other organisations.

7. To contribute to making Newport Mind a greener workplace.

8. To support and contribute to our overall aim of the participation of people with experience of mental health problems and to be committed to working alongside people with experience of mental health problems, as colleagues, (paid & unpaid) experts and campaigners.

9. To travel to meetings and conferences in connection with the project including some occasional overnight stays in agreement with the Bright New Futures Changing Minds Project Manager.

10. To be flexible, adaptable and undertake other work that supports the aims of Newport Mind, the aims of the project and the aims of Mind.

### **Criminal Records Bureau Check**

Because of the nature of this job, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders 1974 (Exemptions) (Amendments) Order 1986. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

### **Person Specification**

This acts as selection criteria and gives an outline of the types of person and the characteristics required to do the job, each point should be addressed in your application form. The second column indicates whether the characteristic is essential (E) or desirable (D).

<b>Experience</b>	
1. Experience of working with young people on participatory, co-produced initiatives.	E
2. Experience of promoting, delivering and developing community-based interventions, self-management courses, programmes and groups.	E
3. Experience of delivering and developing interventions for families using different approaches such as restorative and resilience based approaches.	E
4. Experience of providing direct support to young people with mental health problems particularly around trauma and Adverse Childhood Experiences (ACE's)	E
5. Experience of working with volunteers to co-produce interventions and initiatives for projects.	E
6. Experience of implementing and integrating research, evaluation and monitoring systems and frameworks into working practice.	E
7. Experience of working in and developing collaborative projects or partnerships to achieve objectives in line with plans.	E
8. Experience of working successfully alongside a diverse range of stakeholders in the delivery of a service across organisational boundaries and interests to achieve outcomes.	E
9. Experience of project promotion and engagement with different audiences.	E
10. Direct or indirect experience of mental health problems.	D
<b>Skills/Abilities</b>	
11. Excellent oral and written communication skills with the ability to communicate to high standard with a diverse range of people and audiences at different levels of understanding and ability.	E
12. Able to confidently devise and deliver workshops, training, presentations and courses to a variety of audiences and groups.	E
13. Able to network and build effective working relationships with a spectrum of individuals, groups and organisations.	E
14. Able to work successfully on your own initiative and as part of a number of teams and partnerships.	E

15. Able to organise and prioritise own workload effectively to meet job and project objectives.	E
16. Able to work as part of a consortium to achieve project outcomes.	E
<b>Equality and Diversity</b>	
17. Able to identify, understand and respond to the differential impact that disadvantage, inequality, stigma and discrimination have on individuals, communities and groups.	E
18. A demonstrable commitment to equality of opportunity and a positive approach to diversity.	E
19. A demonstrable commitment to working alongside people with mental health problems or experience of mental health problems as colleagues.	E
<b>Specialist Knowledge</b>	
19. A good knowledge and understanding of restorative approaches in mental health and mental wellbeing of young people and their families including in the wider context of statutory services, legislation, policies and strategies.	E
20. Knowledge of evidence-based approaches for young people with mental health problems and their families	E
21. A working knowledge of the UN Convention on the Rights of the Child	D
<b>Education and Training</b>	
22. A relevant degree or equivalent experience suitable to the role.	E
23. Training relevant to the role.	D
<b>Other Requirements</b>	
24. A commitment to acquiring the skills, knowledge and understanding, through training and other opportunities, to become an expert in restorative and resilience approaches in early intervention and support to working and engaging with young people with mental health problems and their families.	E
25. Willingness to be flexible in meeting the needs of people with mental health problems, the needs of Newport Mind and the needs of the project as appropriate to the role.	E
26. Commitment to the Welsh Language in the delivery of the project.	E

27.	A commitment to the ethos and values of Mind and Newport Mind.	E
28.	A clean driving licence and access to a car	E

We will consider any reasonable adjustments under the terms of the Equalities and Human Rights Act, to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post and to attend an interview.

The Job-holder will ensure that Newport Mind's policies are reflected in all aspects of his/her work, in particular those relating to;

- (i) Child Protection and the Protection of Vulnerable Adults
- (ii) Equalities and Human Rights
- (iii) Health and Safety
- (iv) Data Protection.