

JOB DESCRIPTION



Job Title:	Group Worker/Session Facilitator
Hours:	12 hours per week (Wednesday & Thursday evenings, 5.30-9pm + flexi hours
Pay:	£24,541 pro rata
Location:	Axminster & Chard + home based
Reporting to:	Project Coordinator

Main Job Purpose:

1. Support young people aged 13-24 with mental health issues attending The Project and ensure that the service supports the emotional and mental wellbeing of young people.
2. Take lead responsibility for the day-to-day running of the peer support sessions, supported by the Mental Health Support Worker.
3. Plan, organise and deliver a range of activities in partnership with the Mental Health Support Worker, the Project Coordinator and volunteers, which support the mental and emotional wellbeing of young people.
4. Liaise with and coordinate The Project's volunteer team and peer supporters.

Main Duties and Responsibilities:

Peer Support Sessions

1. Participate in all aspects of the service as required, such as the delivery of support to young people and the day-to-day running of the sessions.
2. Work in an empowering and motivating way to enable young people to participate in planned activities.
3. Develop group work as appropriate, helping to ensure a safe and comfortable environment and positive outcomes for all members of the group.
4. Maintain positive contact with the young people using the service.
5. Lead on the planning, organisation and delivery of activities which support the mental and emotional wellbeing of young people, in partnership with the Young People's Mental Health Support Worker, the Project Coordinator and volunteers.
6. Assist with the recruitment and training of volunteers, and act as first point of contact for volunteer enquiries.
7. Liaise with and support volunteers and peer supporters who will assist with the delivery of the sessions, and produce rotas for covering sessions.
8. Implement procedures and practices to deliver a quality of service, with particular emphasis on equality and diversity and confidentiality at all times.

9. Lead on session debriefs, maintain session notes and session attendance records, and other administrative tasks associated with the sessions.
10. Make contact with, and plan workshops to be delivered by external providers, and build relationships with potential workshop providers (including checking relevant DBS clearance).
11. Develop, encourage and support the involvement of young people in all aspects of the sessions, for example, young people becoming mentors or volunteers within the project, or to lead an activity session.
12. Produce risk assessments for activities, workshops and events, and relevant consent forms.

General

1. Work as part of the team to ensure that the service supports the emotional and mental wellbeing of young people and enables them to have better life chance.
2. Attend regular team meetings.
3. Deal with emails and other correspondence relevant to the post.
4. Upload relevant posts to social media and website to promote The Project's activities.
5. Produce written reports on group activities for quarterly newsletters and annual review.
6. Take responsibility for meeting targets according to agreed action plans.
7. Give a duty of care and relate to colleagues both within the staff team, volunteer team and outside services in a professional manner.
8. Carry out any other duties that might reasonably be required of this post.
9. Attend monthly clinical supervision with qualified external supervisor.
10. Attend quarterly supervision and annual appraisal with your Line Manager.
11. Attend training appropriate to agreed professional development needs.
12. Maintain awareness of and implement the requirements of health and safety policies.

PERSON SPECIFICATION

Group Worker/Session Facilitator



	Essential	Desirable	Method of Assessment
Experience and Qualifications	<ul style="list-style-type: none"> • Recognised qualification in, or a proven track record of working with young people in one or more of the following areas: Teaching, Mental Health, Youth and Community, Social Work, Probation. • Minimum of two years' experience of working with young people aged 13-18 and/or 18-24, in particular young people with mental health issues. • Experience of working on own initiative toward defined objectives and targets. • Experience of planning, organising and running group activities with young people. • Experience of liaising with external agencies. 	<ul style="list-style-type: none"> • Work within a community or voluntary organisation. • Experience of effective monitoring and evaluation systems. 	<ul style="list-style-type: none"> • Application form, qualification certificates and interview
Skills, Knowledge and Abilities	<ul style="list-style-type: none"> • A good understanding of the issues affecting young people with mental health issues. • Able to communicate effectively, both verbally and in writing, to adults and young people. • Able to work as part of a team. • Able to initiate, plan, organise and deliver activities. • Able to work in an empowering way with young people. • ICT skills • Excellent administration, record keeping and organisational skills. 	<ul style="list-style-type: none"> • Assessment and evaluation skills. • Knowledge of other services available to young people. • Knowledge of Mental Health legislation. • Experience of producing risk assessments • Understanding and experience of Safeguarding best practice. 	<ul style="list-style-type: none"> • Application and interview.
Equality and Diversity	<ul style="list-style-type: none"> • A good understanding and commitment to equality of opportunity throughout all aspects of the service. • Experience of putting equality and diversity into practice. 		<ul style="list-style-type: none"> • Application form and interview.
Disposition	<ul style="list-style-type: none"> • Self-reliant and able to work 	<ul style="list-style-type: none"> • Occasional weekend 	<ul style="list-style-type: none"> • Interview and

	both individually and in a team. <ul style="list-style-type: none"> • Willing to work flexibly within the team. • Able to work evenings/ daytime as specified. • Able to work occasional extra hours. • Willing to undertake further training and professional development. 	work if required.	references.
Other	<ul style="list-style-type: none"> • Able to travel without reliance on public transport 	<ul style="list-style-type: none"> • Valid driving licence. • Use of a vehicle. • DBS check * 	

* we will complete a DBS check for the successful candidate if they do not already have one.