

Job Description

Trainee Psychological Wellbeing Practitioner

Responsible to	Team Leader
Salary	£21,892 (NHS AfC Band 4, fixed point 3)
Hours per week	37.5 hours per week
Annual Leave per annum	25 (rising to 30 days after 5 years)
Main base	Manchester, Eastern Cheshire, Rochdale & Stockport
Contract	12 months training contract
Level of DBS check	Enhanced

Main aims of the post

To manage a case load of clients.
 To attend, engage with and complete a course of study via Manchester University
 To deliver a range of evidence based one-to-one or group or online interventions.
 To support events within the community.
 To promote the service, and where necessary to generate referrals.

Main duties of the post

1. To use a range of evidence based tools and techniques for assessments, goals and motivating clients
2. To manage a varied caseload of clients
3. To work with groups of clients to help them achieve their goals
4. To collate and analyse performance data as necessary
5. To develop effective relationships with a range of external organisations and agencies
6. To promote the service to communities and agencies as appropriate
7. To keep accurate and up to date records of clients records
8. To ensure quality standards are adhered to and met and that audits are passed

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| 9. To ensure all statutory responsibilities are followed and reported as required |
| 10. To attend and complete a one year academic course and meet associated targets |

General work related expectations
1. To work within the Big Life group's values ethos and vision
2. To contribute to the development of the Big Life group
3. To work in accordance with all policies and procedures of the Big Life group, particularly (but not exclusively) Health and Safety; Information Governance and Safeguarding
4. To commit to own personal development and attend training or development activities as required
5. To work in accordance with all relevant legislation
6. To undergo regular supervision and at least an annual appraisal
7. To undertake any other duties as required, and as appropriate to the post

Minimum Training required for this post

Course title	Needed for this post	Frequency	Other notes
Group induction	✓	Once	
Mission and Values	✓	Once	
Confident Managers			
Safeguarding training Adults and Children	✓	Every 3 years	
Safeguarding for Managers			
Designated Safeguarding Lead Training			
Health and Safety (external IOSH)	◆	Every 3 years	Potentially dependant on team size
Motivational Interviewing	✓	Once	

Health and Safety internal/briefing	✓	Annual	
Information Governance	✓	Once	Annual refresh
Equality and Diversity	✓	Every 3 years	Updates as legislation changes
PGCert Primary Mental Health Care	✓	Once	

Attendance at other training courses will need to be discussed with your line manager

Suggested courses:

- Lone working
- Managing professional boundaries
- Managing challenging behaviour
- Managing conflict

Person Specification

Trainee Psychological Wellbeing Practitioner

The successful candidate must be able to demonstrate that they meet all of the following points below.

Key – Method of Assessment; A = Application form; I = Interview; T= Test; P= Presentation

Area	Method of assessment
1.Experience	
a. Experience of working with people facing a range of barriers and social issues	A/I
b. Experience of managing a caseload of clients and keeping up to date records using a database	A/I
c. Experience of working with individuals (1-2-1) and groups of people in different settings to help them achieve their goals	A/I
d. Experience of working with a range of agencies and organisations to develop effective working relationships	A/I
e. Experience in one or more of the following fields: mental health, family support, physical health, smoking cessation, diet and exercise, employment, social inclusion or debt management	A/I
2.Skills	
a. Ability to use a database/ability to learn how to use a database	A/I
b. Ability to assist clients to help them define and achieve their goals and aspirations	A/I
c. Ability to manage a varied and complex work load effectively	A/I
d. Ability to work well across a range of different subject areas such as housing, mental health, education and debt management for example	A/I
e. Ability to work with staff from a range of agencies and organisations to better integrate services for clients	A/I
f. Computer literate (familiar with using MS Access, Excel, Word and Outlook)	A/I
3.Knowledge	
a. Knowledge of the barriers and issues facing our client group	A/I
b. Knowledge of the local area your service is based in (community groups, services available as well as local demographics)	A/I
c. Knowledge and understanding of equal opportunities	A/I
4. Education – qualifications required for this post	

<p>a. An honours degree (2.2 or above) or equivalent from a recognised institution or relevant mental health experience.</p> <p>OR</p> <p>Applicants for the level 6 route will still require, at minimum, to have completed accredited study at level 4 as defined by the Framework for Higher Education Qualifications (FHEQ 2008). A typical type of qualification at level 4 might be a higher national certificate (HNC) or certificates of Higher Education (CertHe). For applicants applying via this route, we will require that you can demonstrate an ability to study at level 6 via completion of a portfolio assessed by the training provider and a minimum of 2 years working in a mental health setting</p>	A/I
5. Personal	
a. Positive outlook and a 'can do' attitude	A/I
b. Personal resilience and flexible attitude in the face of difficulties	A/I
c. Ability to work flexibly (including evening and/or weekend work)	A/I
d. Commitment to working towards the Big Life group's ethos and values, including having a non-judgemental approach	A/I
e. Commitment to personal development and willingness to regularly update skills and experience	A/I

*Places are available to applicants without a degree but who are able to demonstrate evidence of appropriate academic ability. Please see the attached document for information about the portfolio for non-standard entry. Please contact Anna Pruszynska anna.pruszynska@manchester.ac.uk for information about the portfolio submission.



CHANGE JOBS **CHANGE LIVES**

Trainee Psychological Wellbeing Practitioner

Reporting to:	Clinical Locality Manager/Team leader
Salary:	£21,892 (NHS AfC Band 4, fixed point 3)
Working hours:	37.5 hours per week
Contract length:	1 year fixed term training contract
Holidays:	25 days per annum (rising to 30 days pro rata per annum after 5 years' service), plus Bank Holidays
Based at:	Manchester/Rochdale/Eastern Cheshire/Stockport
Start date:	September 2021

Self Help Services is a user led mental health charity that has developed considerable expertise in the field of primary care mental health. The charity currently delivers a range of services including self help support groups, cCBT services, counselling and Cognitive Behavioural Therapy. The charity is funded by various NHS Trusts.

We are looking for motivated individuals to work as Trainee Psychological Wellbeing Practitioners (PWP) within our expanding Services in Manchester, Rochdale, Eastern Cheshire and Stockport. The post holder will work alongside a team of psychological wellbeing practitioners, counsellors and CBT Therapists within a stepped care model to provide a range of NICE approved interventions for common mental health disorders.

Successful applicants will attend the University of Manchester University - completing an IAPT compliant PgCert in Low intensity Working.

Successful applicants will be required (when restrictions allow) to travel to Manchester University and to their places of work. This **NOT** a remote position.

The successful candidates will be highly motivated and passionate about improving the lives of those experiencing common mental health problems, with the ability to organise and prioritise their own busy workload.

Self Help Services welcomes applications from people with personal experience of mental health problems.

The Big Life group positively promotes diversity in the workforce.

The posts are all subject to a satisfactory enhanced (including Barring check) DBS check and satisfactory references

Please note that the correct application form must be used, and CVs will not be accepted.

We reserve the right to close applications early if capacity is reached due to high **demand**.

For more information about this post please contact lauren.solomon@thebiglifegroup.com

Due to the volume of applications we cannot provide feedback on application forms.

Once all applications have been shortlisted applicants will receive an email to say if they have been successful/unsuccessful, therefore there is no need to email to check status

Interviews will take place in July 2021 via Zoom