

**Job Description: Senior HUB assessor**

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| **Responsible to** | Clinical Locality Manager/Team Leader |
| **Salary** | NHS B5 + 2yrs (fixed point) £32,324 |
| **Hours** | 37.5 |
| **Job Family and Level**  | Mental Health Case Worker Level 2 |
| **Annual Leave** | 25 (rising to 30 days after 5 years) |
| **Based** | Oakland House (hybrid working) |

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| Main Aims of the Post |
| Responsibilities are to triage and provide disorder specific assessments for people who have been referred into our Talking Therapies Service. You will:* Provide assessment and formulation to individuals who are presenting with complex or comorbid presentations, and likely to benefit from support that is not offered within a step 2 Talking Therapies service. This work may be telephone on online.
* Participate in a triage rota, triaging referrals that come into the service, identifying the appropriate client care pathway and managing risk and safeguarding concerns.
* Support events within the community and promote the service where necessary to generate referrals.
* Hold a Talking Therapies qualification and carry a small caseload where necessary to maintain professional registration.
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| Main duties |
| **1** | To use a range of evidence-based tools and techniques for assessments, goals and motivating clients. |
| **2** | To assess clients who have been identified as having complex or co-morbid presentations |
| **3** | To triage clients referred into the service |
| **4** | To work with groups of clients to help them achieve their goals. |
| **5** | To collate and analyse performance data as necessary. |
| **6** | To refer and liaise with other service providers by working in a work in a place- based way. You will achieve this through developing effective relationships with a range of internal and external services and agencies.  |
| **7** | To promote the service to communities and agencies as appropriate. |
| **8** | To keep accurate and up to date client records. |
| **9** | To ensure quality standards are adhered to and met and that audits are passed. |
| **10** | To ensure all statutory responsibilities are followed and reported as required. |
| **11** | Ensure the maintenance of standards of practice according to The Big Life group and any relevant regulation (e.g. BABCP Code of Ethics) and keep up to date on new recommendations/guidelines set by the department of health (e.g. NHS plan, National Service Framework, National Institute for Clinical Excellence). |

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| 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 |
| **4** | To identify and attend training as required |
| **5** | To work in accordance with all relevant legislation |
| **6** | To undergo regular one to one meetings and an annual review |
| **7** | To undertake any other duties as required, appropriate to the post |

**Person Specification: Qualified Psychological Wellbeing Practitioner**

The successful candidate will be able to demonstrate that they meet all the following points.

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|  | **Method of Assessment** |
| **Employment experience**  |
| 1.1 | Experience of working with people facing a range of barriers and social issues | A/I/P |
| 1.2 | Experience of managing a caseload of clients and keeping up to date records using a database | A/I |
| 1.3 | Experience of working with individuals (1-2-1) and groups of people in different settings to help them achieve their goals  | A/I |
| 1.4 | Experience of working with a range of agencies and organisations to develop effective working relationships | A/I |
| 1.5 | 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 |
| **Educational Background/Training**  |
| 2.1 | Holds a Talking Therapies Qualification and is eligible for professional registration | A/I |
| **Knowledge**  |
| 3.1 | Knowledge of the barriers and issues facing our client group | A/I |
| 3.2 | Knowledge of the local area your service is based in (community groups, services available as well as local demographics) | A/I |
| Skills  |
| 4.1 | Ability to use a database/ability to learn how to use a database | A/I/T |
| 4.2 | Ability to assist clients to help them define and achieve their goals and aspirations | A/I |
| 4.3 | Ability to manage a varied and complex workload effectively | A/I |
| 4.4 | Ability to work well across a range of different subject areas such as housing, mental health, education and debt management for example | A/I |
| 4.5 | Ability to work with staff from a range of agencies and organisations to better integrate services for clients | A/I |
| **Personal** |
| 5.1 | Positive outlook and a ‘can do’ attitude | A/I |
| 5.2 | Personal resilience and flexible attitude in the face of difficulties | A/I |
| 5.3 | Commitment to working towards the Big Life group’s ethos and values, including having a non-judgemental approach | A/I |
| 5.4 | Commitment to personal development and willingness to regularly update skills and experience | A/I |

**Key:** A = Application Form, Interview = I, T = Test, P = Presentation