



Job Description and Person Specification

Post:	Support Time & Recovery Worker
Salary:	£21,530 p.a. + 5% pension contribution
Hours:	37.5 hours per week (full time)
Annual Leave:	28 days per year + plus bank holidays
Reporting to:	Manager, CMHT
Employing Organisation:	Manchester Mind
Location:	1 post - North Community Mental Health Team, Harpurhey 1 post - Central West Community Mental Health Team, Hulme

Job Description

Summary of main duties and responsibilities

To be part of a multi-disciplinary team delivering a range of interventions to people with significant mental health needs and who will also present with a number of complex issues. The post holder will work collaboratively with Care Co-ordinators in supporting people within the team in developing and delivering strategies that will promote inclusion, engagement and improved mental health.

Main Duties

1. To work with other team members with a holistic and multi-disciplinary approach.
2. To contribute to the Care Programme Approach process and shared case management.
3. To contribute to assessment of need including needs of carers.
4. To advocate for people using the service to ensure their wishes are heard and to ensure they receive the services they are entitled to.
5. To regularly visit people both at home and when they are in hospital.
6. To assist people in accessing employment, education, training or volunteering opportunities.
7. To assist people to identify and take part in their local community including in the use of community and leisure facilities.
8. To contribute to the management and delivery of medication as required.
9. To operate in a person-centred, non-judgmental manner.
10. To participate in internal and external meetings as required.
11. To maintain accurate database and written records as required by the service.
12. To ensure any areas of identified risk or concern are documented and raised within the team.
13. To provide data returns for the Team Manager as required.

General Responsibilities

1. To be responsible for their own personal and professional development as identified through supervision.
2. To attend appropriate educational and training activities as agreed with the Area Team Manager.
3. To work within Manchester Mind, the Trust and the team's policies and procedures, to ensure safe and quality practice.
4. To undertake management supervision and an annual appraisal with the Area Team Manager and participate in peer and team supervision.
5. To participate in audit and research activities as required.
6. To promote equality of opportunity ensuring that individuals are treated fairly and respected for their contribution in terms of experience, knowledge and skills.
7. To participate in raising awareness of the role of the Manchester Engagement Team with other statutory and non-statutory agencies.

Person Specification

*All essential unless specified

Knowledge and Experience

- Evidence of Continuing Professional Development.
- NVQ3 Level or other relevant mental health qualification. (DESIRABLE)
- Experience of working in a community setting.
- Experience of working with people with complex needs.
- Experience of working with people with mental health needs.
- Experience of working in a collaborative way with colleagues and people accessing the service.
- Experience of working in a person-centred and strengths based way.
- Understanding of the issues and barriers faced by people with mental health needs.

Skills and Personal Qualities

- Ability to work in a way which creates belonging, by which we mean developing kind relationships that lead to feeling accepted, understood and able to contribute.
- Ability to work to find creative solutions.
- Good written and oral communication skills.
- Good organisational skills.
- Good IT skills.
- Willingness to work evenings, weekends and bank holidays.