

Trainee Children's Wellbeing Practitioner – Job Description. Person Specification

Name of Employee	
Department	Children, Young People and Families
Reporting Line	Children and Young People's Social Prescribing Worker/Manager
Salary	£28,392 per annum
DBS – Level Required	Enhanced
Location/s	Roles will work in the community and GP practices. Role will be assigned to specific locations but may need to have flexibility to be able to travel to sites across Rural North Chichester, Chichester, Bognor Regis, Littlehampton, Chanctonbury, Worthing, Shoreham and Southwick. You will also attend the University of Sussex, Falmer, multiple times per week throughout the course.
Job Summary	
West Sussex Mind (WS Mind) is a local mental health charity providing mental health support to people of all ages. Trainees will be delivering, under supervision, high-quality; brief outcome focused evidence-based interventions and guided self-help for children and young people experiencing mild to moderate mental health difficulties within the community. The training and service experience will equip the post holder with the necessary knowledge, attitude and capabilities to operate effectively in an inclusive, value driven service. The post holder will attend all university based teaching and Onsite Protected Learning Time required by the education provider, as specified within the agreed national curriculum and work in the service for the remaining days of the week using their newly developed skills. Depending on academic qualifications, trainees will complete either the Graduate Diploma (Level 6) or the Postgraduate Diploma (Level 7) in Children's Wellbeing Practice at the University of Sussex. Study time is included within contracted hours.	
Scope & Accountabilities	
This role is a trainee position working under the supervision and guidance of the Children and Young People's Social Prescribing Worker and Manager within the wider children, young people and families team.	
Key Tasks	
Therapeutic and community practice: 1. Assess and deliver, under supervision, brief, outcome focused, evidence-based interventions for children and young people with mild to moderate difficulties, including guided self-help delivered 1 to 1 and in groups.	

2. Work in partnership with children, young people and families to agree intervention goals and outcomes, supporting self management.
3. Support and empower children, young people and families to make informed choices about the intervention.
4. Undertake risk assessment and management, escalating concerns promptly and in line with WS Mind safeguarding procedures.
5. Accept referrals within agreed protocols and under supervision signpost unsuitable referrals to the relevant service as necessary.
6. Provide a range of information and support for evidence based psychological treatments. This may include guided self-help. This work may be face-to-face, by telephone or via other media.
7. Keep coherent, timely records on required systems and use outcome data to inform decisions. Complete required data returns.
8. Adhere to an agreed activity plan to improve timely access and minimise waiting times.
9. Work within an inclusive values base and contribute to service development and best practice.
10. Actively contribute to a team approach and work to tackle inequalities and ensure that the young service user group reflects the diversity of local community.

Training, supervision and professional standards:

11. Attend and fulfil all the requirements of the training element of the post, including practical, academic, and practice-based assessments.
12. Apply learning from the training programme to practice.
13. Receive supervision from educational providers in relation to course work to meet the required standards.
14. Prepare and present case load information to supervisors within the service on an agreed and scheduled basis, in order to ensure safe practice and the governance obligations of the trainee, supervisor and service are delivered.
15. Prepare and present case information and videos to course staff in practice tutor groups and other small groups in the university setting on an agreed and scheduled basis, to enhance clinical skill development.
16. Maintain confidentiality and professional boundaries at all times.
17. Participate in CPD, individual performance review and contribute to a supportive team culture.

General:

18. Contribute to the development of best practice within the service.
19. Adhere to all policies and procedures of the practices and WS Mind.
20. Maintain up-to date knowledge of legislation, national and local policies and procedures in relation to children and young people's mental health.

21. All employees have a responsibility and a legal obligation to ensure that information processed is kept accurate, confidential, secure and in line with the Data Protection Act (1998) and Security and Confidentiality Policies.

22 To contribute to creating a safer working environment for yourself, your colleagues and service users. To this effect, you should, as a minimum, follow safety rules, engage in safety training and report incidents or hazards.

This Job Description does not provide an exhaustive list of duties and may be reviewed in conjunction with the post holder in light of service development.

Person Specification - The specific skills, knowledge and abilities required of an individual to be able to effectively perform the role.

Essential Qualifications

- Degree at 2:2 or above in any subject (PGDip route) or a Level 3 qualification with relevant experience (Grad Dip route).
- Motivation and readiness to undertake academic study and assessed work.

Preferred Qualifications

- Any formal qualification or training in relation to youth work, education, health or social care.

Essential Professional & Technical Knowledge, Skills and Abilities

1. Previous experience of working with children and young people.
2. Excellent communication, engagement and relationship building skills with children, young people and families.
3. Some experience of working in partnership with others/multi-agency working to provide support.
4. Ability to study as a self-motivated learner and implement training with appropriate support.
5. Strong time management skills to balance study alongside service work maintaining accurate records.
6. Understanding of safeguarding, confidentiality and professional boundaries.
7. Reflective practice and ability to use supervision and feedback.
8. Commitment to equality, diversity and inclusion and to youth participation and co production.
9. Ability to learn and effectively use digital and IT systems to provide support, share information and report on activity.
10. Ability to travel to sites across West Sussex – full UK driving licence and access to own vehicle insured for business use desirable.

I have read and understood the Job Description, Person Specification and Competencies/Indicators required for my role and agree to fulfil the requirements of this role.

Signed: Staff member		Date:	
Signed: Line Manager		Date:	