

## Project Worker: Recovery & Support

## Job Description

<b>Job title:</b>	Project Worker: Recovery & Support
<b>Responsible to:</b>	Team Leader, Recovery & Support
<b>Salary:</b>	NJC pt 26, £23,866 pro rata (£11,455 actual gross) + 5% pension
<b>Contract:</b>	Funded until September 2021; Subject to annual review by funder Big Lottery
<b>Hours:</b>	18 per week
<b>Annual Leave:</b>	25 days pro rata + 8 public holidays
<b>Based:</b>	Halifax office (travel will be required)

**This post is subject to an enhanced DBS check.**

### **Background:**

Recovery & Support is the “spine” of Healthy Minds; the embodiment of the organisation’s ethos and approach. This service is free to access and available to adults living or working in Calderdale, who identify as having experience of poor mental health or emotional distress.

Recovery & Support offers three main service strands:

- **Peer support groups**

A diverse range of groups in locations throughout Calderdale. The emphasis is on peer support: sharing experience in a safe environment, with mutual understanding and compassion. Groups are supported by a worker to develop, with a long-term view to becoming self-maintaining; this process is facilitated by the worker through training and on-going support to ensure it’s handled safely and responsibly for all concerned. In developing new groups, we listen to what people say they want and test the idea collaboratively with volunteers and potential group members.

- **Recovery Programme**

Through courses and workshops on a range of subjects, people develop self-awareness and focus on their strengths to overcome difficulties. The recovery programme is accessible – people can choose what they’d find most beneficial to attend, at times including evenings and weekends, in locations throughout the borough. The programme is developed closely working with volunteers who have relevant experience and insight, and who co-deliver sessions with staff.

- **Information & Advice Drop-ins**

Access to information is increasingly identified as an unmet need in the community. With regular sessions at our base and in community venues, drop-ins give people the opportunity to talk issues through and identify support options. An important aspect of our drop-ins is to support people to act on information – for example, assisting someone to self-refer or talking through expectations about what might happen next.

The Recovery & Support service embraces **Partnership & Community working**: Calderdale has an active voluntary / community sector and a willingness among them to work together to meet people’s needs. We believe a priority is to harness partnership working, local presence and expertise to try to enable successful community growth and cohesion.

## **Job Summary:**

As part of a team, development and delivery of a range of support options to improve and maintain emotional health and wellbeing for people in the area. Co-production and partnership working are essential principles for this role.

## **Main tasks:**

Within a team approach, to support the development and delivery of a range of accessible activities, recruiting and liaising with potential participants about their needs and expectations:

### **Mental health information, support and sign-posting drop-in services:**

- Helping people to identify what information, support and advice they need
- Supporting people with signposting and referrals to appropriate services, with assistance / informal advocacy if required
- Developing and maintaining up-to-date information resources, knowledge of services and links with other providers

### **Mental health peer-support groups:**

- Facilitating sessions, with a view to encouraging group members to take on organisational tasks and co-facilitate groups
- supporting group members to manage conflicts or difficulties and to engage with group activities

### **Mental health recovery courses and workshops:**

- Working alongside people with lived experience, co-produce and deliver courses and workshops on themes that address identified needs
- Recruiting and liaising with potential participants to ensure courses are appropriate to their needs and expectations

### **Mental health education sessions in primary and secondary schools, community organisations, groups and workplaces.**

- Generating and administering workshop bookings
- Recruiting, supporting and training volunteers to develop the skills and confidence to participate in developing and delivering workshops and resources

### **Project-wide:**

- To be involved in the production of marketing materials and the promotion of services
- To respectfully and supportively engage with service-users and potential service-users, understanding that their experience counts
- To promote the service within the voluntary and community and statutory sectors, representing Healthy Minds at partnership and strategic meetings as required
- To undertake monitoring and evaluation, which actively involves participants
- To prepare information as requested for management and stakeholders

**General Work-related Expectations:**

- To ensure that Recovery is at the heart of what we do
- To take an active role within the project team, and within the whole Healthy Minds team
- To be willing and able to share skills, knowledge and experience across the team
- To work within Healthy Minds' service-user-led values, ethos and vision
- To work in accordance with all Healthy Minds' policies and procedures
- To be actively responsible for Healthy Minds' resources
- To be responsible for undertaking training and continuous personal development
- To participate in regular supervision
- To be responsible for all personal admin and organisational tasks
- To comply with all relevant legislation
- To undertake any other duties as reasonably required, appropriate to the post