

JOB DESCRIPTION: SESSIONAL PROJECT WORKER: SAFESPACE CALDERDALE

Job Title: Safespace Project Worker (sessional)

Rate of Pay: (2021-22): £13.46 per hour

Place of work: Working from home and / or Safespace: 1 King Street, Halifax HX1 1SR

Length of agreement: Fixed term until 30th June 2023, subject to review as detailed below.

Dates and frequency of work: Unless agreed otherwise, Safespace sessions requiring relief cover will be offered to sessional workers according to their stated availability and preferences: sessional work will, therefore, fluctuate and we cannot guarantee a minimum number of sessions. Safespace shifts are currently 5.30 –11.30pm every evening, including weekends.

Annual Leave is accrued at 1 hour's leave per shift worked.

Employment Status

There is an important distinction between “worker” and “employee” status: this offer does not make you a Healthy Minds employee. The main difference is “mutuality of obligation”: this means that Healthy Minds does not have to provide you with work and you do not have to accept sessions offered. The Healthy Minds team, however, includes paid staff, volunteers and Trustees as well as sessional workers and we will make every effort to include you in team communications, training opportunities and events.

This post is subject to an enhanced DBS check.

Background:

Calderdale Safespace currently offers out-of-hours emotional support for people in emotional distress with a view to reducing the number of people attending A&E or NHS mental health services, or not getting any support otherwise.

Job Summary:

As part of a project based in the centre of Halifax you will work in a team to provide a point of access for people aged 18+ who are experiencing emotional distress. The initial intervention/contact may provide an alternative option for people who may otherwise come under NHS, the Police or other statutory services duty of care. Project Workers support Safespace callers and visitors to consider, agree and arrange appropriate support for people's immediate and longer-term emotional health and wellbeing.

Safespace offers a mixture of telephone, text, Facebook and in-person contact. Shifts are currently either worked from home or at our premises in Halifax. For home-working, sessional staff will need to use their own computer with internet connection and their own mobile. Training and support will be provided to enable and ensure privacy and confidentiality, given the nature of the service.

Main tasks:

Within a team approach, to develop and provide:

- Support, information and advice for people in distress
- Helping people to identify what information, support and advice they need
- Supporting people with signposting and referrals to appropriate services

- Developing and maintaining up-to-date information resources, knowledge of services and links with other providers
- Recording and monitoring
- Ensuring that key details are recorded on the project database on every shift
- Ensuring that relevant information about clients is recorded and shared with colleagues as appropriate

Project-wide:

- To respectfully and supportively engage with visitors and potential visitors, understanding that their experience counts
- To take responsibility for acting on safeguarding concerns
- To work collaboratively with Safespace volunteers, including providing support and supervision for volunteers as required
- 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 to enable a transparent and accountable input and outcomes.

General Work-related Expectations:

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