



Job Description & Person Specification

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| Position: | Schools Mental Health Practitioner |
| Salary: | £31,331 |
| Hours: | 35 hours per week until 31st July 2025 (extension possible dependent upon funding) |
| Base: | Manchester Mind CYP Service / predominately working across schools and in the community / home-based as required |
| Reporting to: | Manchester Mind CYP Service Manager |

Job Description

Summary of Main Duties and Responsibilities

We believe in the power of listening and being heard, that everyone deserves to be supported in their mental health needs and that we have a part to play in that. We are working with partners and schools to increase access to support to young people around their mental health. As part of this role you will be responsible for developing a service for young people predominately across a selection of secondary schools and in the community – developing relationships with young people and staff within the school, community and the partnership, as well as encouraging participation from young people, with the aim of improving their mental health.

Main Duties and Responsibilities

1. Provide assessments of the mental health needs of young people referred into Mental Health Support Teams in schools.
2. Offer a range of support to young people in line with assessed need and outcomes of regular reviews.
3. Work collaboratively with staff and colleagues in developing referral pathways into the service.
4. Develop good relationships with school staff so they are clear about the access routes into the service.
5. Continue to work to develop a service that is accessible and inclusive to all young people.
6. Liaise as required with staff within the wider Mental Health Support Team, groups, agencies and individuals who may be in contact with young people, e.g. GPs, parents and carers.
7. Play a role in developing shared best practice in responding to the needs of young people in Manchester Mind and the wider partnership.
8. Be active in developing this service to ensure that it continues to be responsive to the needs of young people.
9. Support the participation of young people in the development of the service.

10. Support the administration of the waiting list for counselling, ensuring that young people (and teachers, where appropriate) are kept aware of how long they may have to wait.
11. Submit the required data to ensure Manchester Mind and partners are able to monitor and evaluate the impact of the project.

Professional Responsibilities

1. Ensure that the values of Manchester Mind are maintained and developed throughout the role.
2. Maintain a professional and confidential approach to work at all times.
3. Actively participate in regular supervision sessions and team meetings as requested.
4. Be willing to attend appropriate training courses as agreed with your manager.
5. Contribute to the effective and efficient running of Manchester Mind by awareness of and compliance with policies and procedures, including Health and Safety and Safeguarding.
6. Ensure data is managed in compliance with General Data Protection Regulations.
7. Create positive relationships and treat all staff, volunteers and members of the public with dignity and respect, adhering to Manchester Minds core aims and values, and adhering to equal opportunities and diversity statements and policies.
8. Work outside of normal office hours if required to do so to meet the needs of the service.
9. Carry out other duties as requested by the Manchester Mind CYP Service Manager.

This job description may be subject to joint review from time to time between the post holder and Manchester Mind, and as such is liable to amendment.

Person Specification

All points are essential unless otherwise stated.

Qualifications, Knowledge and Experience

- A relevant professional qualification in Social Work, Counselling, or Youth & Community Work (at graduate level).
- At least two years' experience of working with young people aged 11-18.
- Experience in providing effective individual support to young people who are under stress/have mental health difficulties.
- Experience of providing effective short-term and long-term support.
- Experience of delivering and adapting services to ensure accessibility.
- Awareness of the impact of mental health on the lives of young people.
- Experience of delivering psycho-social support to young people with learning disabilities. (DESIRABLE)

Skills and Personal Qualities

- Ability to engage with young people individually using creative and imaginative methods and processes.
- Ability to work within safeguarding procedures.
- Ability to work collaboratively to ensure that people feel involved and resources skills and talents are shared.
- Ability to review and improve delivery of services to young people.
- Ability to create kind relationships with colleagues, partners, volunteers, staff and young people that lead to people feeling accepted, understood and able to contribute.
- Good IT skills, sufficient for producing reports/presentations, and for monitoring purposes. Ability to professionally operate meetings via digital platforms.

