**JOB DESCRIPTION**

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| **Job title** | **Children and Young People’s Mental Health Practitioner**  |
| **Reports to** | Counselling Service Manager (Children & Young People)  |
| **Responsible for** | Providing initial consultation and assessment of children and young people to gain a clear understanding of their presenting needs and to identify the best form of support.Facilitate TLC’s menu of support, including solution focused 121 work, psychoeducation workshops and peer support groups to children, young people and adults.  |
| **Salary**  | Grade 3 £24,672 - £29,073 per annum |
| **Contract**  | Permanent  |
| **Hours** | 37 hours per week to be worked flexibly to meet the requirements of the service |
| **Work base**  | Working across Greater Manchester in a variety of locations including: schools, community venues, within children and young people’s homes, online and at Trafford House. |
| **Checks**  | Enhanced DBS Check required and professional references covering at least the last two years  |

**Service Overview**

TLC: Talk, Listen, Change is a dynamic, leading relationships charity based in Greater Manchester. We are looking to expand our therapeutic services and appoint a CYP Mental Health Practitioner to join our Counselling & Emotional Wellbeing Service.

We will be providing a range of therapeutic interventions to children and young people aged 5-18 years and their families.

You will be working with children and young people whose mental health is impacting the way they are feeling and living their lives, providing interventions such as solution focused therapy, psychoeducation workshops and peer support groups.

Our projects aim to give children and young people a safe and confidential place to speak openly, find healthy ways to manage their emotions and empower them to make positive changes to their lives.

**The role**

The CYP Mental Health Practitioner will support each child or young person referred into our service by gaining an understanding of the difficulties they are facing, assessing risk and working with them collaboratively to discover what support is best placed to help them at this time.

By understanding the presenting needs of children and young people, you will use your knowledge of therapeutic support to provide effective emotional wellbeing interventions.

You will play an integral part in ensuring that children and young people’s voices are heard and central to the work we do.

You will provide a blend of recovery / solution focused therapeutic interventions that supports the young person and the whole family.

This may include:

* Facilitating psychoeducation workshops for children and young people and parents / carers.
* Supporting peer group sessions
* Providing 121 sessions with children, young people and their parent / carer
* Signposting to other relevant support services

We aim to be an inclusive and supportive employer and want to make our recruitment processes accessible to everyone. If there is any way that we can support you to be the best you can be, please let us know.

**Main tasks and responsibilities:**

* Work alongside the Triage and Assessment Worker to identify when a piece of emotional wellbeing work can be offered to a child or young person; either as an alternative to counselling or alongside while they are waiting for support.
* Act as a single point of contact for referrals into our service, liaising with referrers regularly and processing referral speedily and effectively.
* Conduct initial assessments with children and young people and their families to gain a clear understanding of the presenting needs and to identify the best form of support.
* Ensure that risk levels for each child and young person are clearly understood and recorded, contacting referrers, families and other service providers for context where necessary.
* Follow TLC’s Safeguarding Process to ensure identified risk is managed safely, appropriately and with the needs of the child or young person as the priority.
* Ensure that all referrals are processed in line with TLC’s children and young people’s referral acceptance process.
* Work closely with the referrers to ensure that the eligibility criteria (both clinical and practical) for the service are clearly understood and communicated to families and young people themselves.
* Respond to all enquiries within agreed timescales in a sensitive manner and with full regard to equality and diversity.
* Where our service is not best placed to support the child or young person, discuss and provide alternative therapeutic options for the referrer or family to consider.
* Facilitating psychoeducation workshops for children and young people and parents / careers.
* Co-ordinate recovery-focussed peer group sessions
* Provide 1-2-1 sessions with children, young people and/or their parent / carer
* Provide advice and guidance and signposting to other relevant support services
* Support the Counselling Service Manager (CYP) to develop additional resources and materials and play an integral role in designing and implementing our new wellbeing offer
* Provide regular updates to referrers on the status and progress of each referral.
* Attend and prepare essential information for meetings with the Counselling Service Manager to analyse and plan accordingly.
* Attend training and team meetings, as required.
* Acknowledge all feedback and complaints and ensure they are all dealt with as a priority in line with TLC’s Complaints Policy and Procedure.
* Ensure individual key performance indicators are met and contribute to the delivery of service key performance indicators.
* To comply with the provisions of the Data Protection Act 2018 and the General Data Protection Regulations (GDPR) (and any re-enactments of these) when handling information concerning the Company’s employees and clients.
* Representing the service, as required at meetings.
* Completing reports for refers and other agencies as necessary.

**PERSON SPECIFICATION**

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| **ATTRIBUTES** |  **ESSENTIAL** |  **DESIRABLE** | **IDENTIFIED** |
| **EDUCATION****TRAINING****KNOWLEDGE** | There is no minimum education standard required although the successful candidate will be required to demonstrate written and numeracy skills as part of their role.Understanding of children and young people’s emotional wellbeing needs.An understanding of how mental distress can affect children and young people.Comprehensive safeguarding and child protection knowledge.Good working knowledge of using MS Office to a competent level within an office environment, especially MS Word, Excel and Outlook. | An understanding of Adverse Childhood Experiences (ACEs).An understanding of the impact of Mental ill health on young people and the wider family. | Application form and Interview |
| **RELEVANT****EXPERIENCE****(Paid or Voluntary)** | Experience of working within children and young people’s emotional wellbeing services.Experience in delivering emotional wellbeing interventions to children and young people.Experience of responding to enquiries.Experience of working in a changing environment. Experience of providing therapeutic support to children, young people or families. | Experience of delivering recovery-focused CBT-informed 1-2-1 sessions to children and young peopleExperience of facilitating peer support groups Experience of facilitating psychoeducational workshops for children, young people and adults.Knowledge of the range of statutory and voluntary agencies with which children and families may encounter. | Application form and Interview |
| **SKILLS AND****ABILITIES** | Experience of delivering 121 support and group sessions.Flexibility to adapt your delivery of therapeutic interventions to different settings, ages, developmental stages and presenting needs.The ability to safety work within your own competency levels and recognise when an alternative intervention or referral may be required. Ability to cross-reference and match the referral information to a set of clinical referral criteria and make therapeutically informed decisions about the best next step for each child or young person referred.The ability to manage professional relationships eg. with statutory services, other agencies and educational settings.Ability to listen to and work with emotional and potentially distressing material. Ability to communicate clearly with people at all levels (excellent telephone skills, written and verbal communication) Attention to detail and an ability to manage accurate recording and reporting of information. Proven ability to form and maintain good working relationships with colleagues Ability to plan and prioritise your own workload.Ability to use initiative to think through problems to find solutions and know when to seek help or advice from others.  |  | Application form and Interview |