

JOB DESCRIPTION

POST: Collective Advocacy Worker – Oor Mad History project
GEOGRAPHICAL REMIT: Lothian-wide
LOCATION: Argyle House, Edinburgh and Musselburgh, East Lothian
HOURS: part-time 22 hours per week
(a full-time week is 36.25 hours)
SALARY SCALE: AP4 27-30
STARTING SALARY: £ 24,293 per annum FTE, £ 14,743 pro rata
LINE MANAGER: Oor Mad History Co-ordinator

This is a fixed term post until 31st March 2020 (cover for career break).

PURPOSE OF THE POST

This post is to work with the project participants to gather and share the history of the mental health service user movement in Lothian.

The main elements of the post will be to:

- recruit and work with people with lived experience of mental health issues to form a steering group;
- work with the steering group to research the recent history of the user movement;
- work with the steering group to develop resources which will make Oor Mad History accessible to a wide range of people e.g. book, exhibition, learning resources, etc;
- work with the steering group to develop community learning courses based on Oor Mad History research.

AIMS OF THE PROJECT

- to strengthen the collective voice of people with mental health issues (the “mental health service user movement”) today and in the future;
- to remember, record and promote the history of the Lothian mental health service user movement;
- to raise awareness about the key role people with mental health issues have had, and continue to have, in developing mental health services in Lothian;
- to challenge stigma and discrimination about people who use mental health services;
- to stimulate debate about living with a mental health issue with wider audiences and the public;

- to enable people who have mental health issues and/or who use mental health services to see themselves, and be seen by others, as active agents of change.

OBJECTIVES OF THE POST

- enable people with lived experience of mental health issues to continue to identify opportunities to have their voice heard and shape the direction of the project;
- maintain the paper based and oral history archive;
- produce resources i.e. a book, exhibition and learning materials;
- assist in the delivery of the 'Mad People's History and Identity' course in partnership with Queen Margaret University (QMU);
- develop a community course based on the curriculum at QMU and look at ways to develop this work further e.g. as an online course or a short CPD course.

TASKS

- facilitate a collective advocacy group in accordance with the Scottish Independent Advocacy Alliance (SIAA) Principles and Standards of Independent Advocacy;
- contact, and consult, with other groups with an interest in the work of the project;
- promote the project;
- organise and facilitate meetings of the steering group;
- assist people with lived experience to deliver training, presentations, speeches or workshops around the topic of Mad People's History;
- deliver elements of the Mad People's History and Identity course, as required;
- report on agreed targets: recording, monitoring, reviewing and evaluating the work done;
- use IT to prepare reports and promotional material; to gather information; to use databases to manage communication.

GENERAL TASKS

- work independently, prioritise workload and meet deadlines;
- work alongside other Collective Advocacy staff as required as part of the CAPS staff team and contribute to the smooth running of the office;
- have a commitment to, and ensure, the practical application of CAPS' policies and procedures;
- ensure that your actions and work behaviours meet the standards set by CAPS;
- any other duties deemed relevant to the post.

CONTACTS

- people who use mental health services and other members of the public;
- mental health service policy makers, planners and commissioners;
- mental health service providers;
- staff from other advocacy organisations;
- other CAPS' staff, volunteers, Management Committee members and students on placement with the organisation.

MANAGEMENT

You will be line managed by the Oor Mad History Co-ordinator through regular supervision sessions. You will be ultimately accountable to the Management Committee and will be expected to report to them when required. You will also take part in team meetings with other CAPS' staff.

LOCATION

This post is based in CAPS' office in Argyle House, Edinburgh however, the main CAPS office in Musselburgh may sometimes be your place of work. You may be expected to travel throughout Lothian and occasionally outside the area. Travel expenses will be reimbursed.

FUNDING

This post is a fixed term career break cover and will finish on 31st March 2020. The project is currently funded by NHS Lothian until 31 March 2021 and will continue beyond that subject to continued funding.

EMPLOYER

Your employer will be CAPS' Management Committee.

TRAINING

You will be expected to participate in training and personal development as identified through supervision with your line manager. You may also ask for particular pieces of training. It may not be possible to approve a particular piece of training if we do not have the resources.

You may have to undertake some evening and weekend work, which will be accommodated into the contractual hours.

ABOUT CAPS

CAPS is an Independent Advocacy Organisation which works with people who use or have used mental health services to make sure their voice is heard. The main purpose of CAPS' work is therefore to assist people who use mental health services, as individuals or as members of a group, to set their own agenda, make their wishes and needs known and to have a say in how they live and what services they use.

We are set up so that the organisation and its advocacy workers are as free as possible from influences that might conflict with the interests of the people who use our service. CAPS was established in 1991.

MISCELLANEOUS

For the good of CAPS, all staff have a duty to be flexible enough in their working practice to support the work of other functions within the organisation.

This post will be subject to membership of the Protecting Vulnerable Groups Scheme (PVG Scheme) and appropriate check.