

JOB DESCRIPTION

Post:	Carers Support Worker
Location:	Perth & Kinross (Travel across the region will be required)
Salary:	£ 9,376.64 (FTE £20,520)
Hours of work:	16 hours per week
Contract:	Permanent (Subject to continuous funding)
Accountable to:	Area Manager -Tayside & Fife
Closing date:	24 July 2019 at 12pm

Purpose of the Post:

You will provide information, advice and support to relatives or friends of people with a diagnosis of mental illness in the Perth and Kinross area. You will work with carers on a one to one, group or drop in bases. You will also prepare and present informational and educational events.

Particulars of the post:

1. Provide support and information to families and friends of people with a diagnosis of mental illness in Perth & Kinross. You will deliver this following the referral, assessment and review of their needs as carers
2. The post holder will follow identified protocols keeping records and undertaking assessment and review in line with policies and procedures.
3. Facilitate existing support group in the area and develop other local support s as required
4. Establish links with relevant professionals in health, social work, education and the Third Sector in order to promote the goals and needs of Carers
5. Promote peer support between carers and help link them up with local supports in their area
6. Keep local carers informed of the national mental health agenda and ensure the needs of local carers help inform policy planning both locally and nationally
7. Liaise with managers and commissioners of the service as required to provide information on the delivery and impact of the service.
8. Undertake administration tasks and record keeping as required

9. Prepare and deliver presentations at information and training events for carers, professionals and the general public

General Tasks:

1. Receive and contribute to regular supervision, team meetings and appraisal
2. Undertake relevant training as required
3. Participate in and Support in Mind Scotland's commitment to becoming an effective equal opportunities organisation
4. Comply with all necessary health and safety requirements and to have responsibility for health and safety when the only employee on the premises
5. Submit reports and information returns as required
6. Any other reasonable duties as required by the Area Manager – Tayside and Fife

PERSON SPECIFICATION

	ESSENTIAL	ADVANTAGEOUS
Qualifications	<ul style="list-style-type: none"> • Educated to Higher standard or equivalent 	SVQ III in Social Care; or other qualifications in social care/health or mental health
Knowledge	<ul style="list-style-type: none"> • Clear understanding of mental health and mental illness • Sound knowledge of the issues affecting carers of people with mental health problems • Knowledge of local health and social care services and policies • Knowledge of the Carers Act and other carers rights 	Mental Health legislation
Experience	<ul style="list-style-type: none"> • Supporting carers on a one to one and group basis • Working in partnership with others 	<ul style="list-style-type: none"> • Working in a rural area • Supporting mental health carers • Working in the voluntary sector • Planning and delivering training
Skills	<ul style="list-style-type: none"> • Communication skills • Facilitating Groups • Organisational skills • Using basic Microsoft packages 	<ul style="list-style-type: none"> • Public speaking • Monitoring and evaluation
Qualities	<ul style="list-style-type: none"> • Patient, empathetic, non-judgemental and approachable • Conscientious and self-motivated • Prepared to work occasional unsociable hours • Open and honest 	