

## Job Description

### Support worker

**Grade: Senior Practitioner**

**Location: Stafford Centre, Edinburgh**

**Hours: 35 hours per week (Full Time)**

**Salary: £21, 336 per annum**

**Contract: Fixed term contract,**

**Reporting to: Area Manager**

**Closing date: 15.03.22**

As a Senior Practitioner, I am responsible for one-to-one support including carrying a case load for on-going work with specific individuals and for developing and reviewing personal support plans; I work autonomously being able to judge when I refer to my Manager and I take a lead role in developing the service.

You will reach out to men and boys experiencing PDST and serious mental health issues as a result of living through the pandemic

I work closely with practitioners in a guidance and/or support and supervision role to promote good working practice and staff development. I ensure that the resource centre provides a safe environment where people can relax, re-establish social skills and enhance quality of life. I have a developmental role as well as providing on-going support.

I support the service manager or area manager in their strategic role to meet national and funder criteria. I identify gaps in the service where they arise and implement solutions in partnership with my line manager

What I do and what I achieve	Who I am
<ul style="list-style-type: none"> <li>I work closely with the service manager or area manager to achieve strategic outcomes</li> <li>I compile and review service user development plans ensuring outcomes are being achieved including ensuring people are connected to their community</li> </ul>	<ul style="list-style-type: none"> <li>I am educated to SVQ 3 level or have experience working in mental health</li> <li>I work well in a team setting but can also work autonomously</li> <li>I have a sound theory base of social care</li> </ul>

<ul style="list-style-type: none"> <li>• I allocate and manage practitioner workloads</li> <li>• I assist in the recruitment and support of volunteers</li> <li>• My focus is ensuring continuity of service within the context of SiMS values and strategic outcomes</li> <li>• I have a responsibility to reach men and boys who are most risk of poor mental health and are less likely to seek help</li> <li>• I will target people who have never used mental health services before</li> <li>• I ensure that careful and ongoing review systems are in place and maintained</li> <li>• I build positive working relationships with local partners to better support our service users and to promote the work of Support in Mind Scotland</li> <li>• I collate information and prepare agency reports for line management as required</li> <li>• I contribute to Research and Development at a local level in support of National objectives to promote service improvements</li> <li>• I have a lead role to oversee that all Health and Safety responsibilities within practice settings are fulfilled</li> </ul>	<p>interventions including risk assessment</p> <ul style="list-style-type: none"> <li>• My value base is consistent with the aims and objectives of Support in Mind Scotland</li> <li>• I apply an analytical approach to problems in order to find solutions</li> <li>• I am competent in planning and reviewing development plans and taking appropriate action if needed</li> <li>• My I.T skills are of a good standard</li> <li>• I recognise the importance of providing professional support and supervision to practitioners</li> <li>• I have a sound knowledge of Health and Social care policy in Scotland and can apply this to my role</li> <li>• I am keen to develop my knowledge and skills and attend training as required</li> </ul> <p><b>I may also have</b></p> <ul style="list-style-type: none"> <li>• Experience of delivering a Registered Service and meeting SSSC requirements</li> </ul>
---	--

## General Duties

- Act in accordance with Data Protection legislation. Ensure all records, personal, staff and client data are managed in line with Data Management and Information Governance policies
- Comply with legal and regulatory requirements such as provisions set out in the Health and Safety at Work Act 1974
- As with all employees, workers and volunteers; to encourage people to join Support in Mind Scotland as a member, donor or activist
- To act in accordance with the charity's Health & Safety and Safeguarding policies and to notify your line manager promptly if there are any concerns
- To participate in regular supervision and appraisal and undertake any relevant training as appropriate to the role
- To work in accordance with the charity's national policies and local operating procedures and those of external regulators or professional bodies
- This job profile and list of duties is not exhaustive and serves only to highlight the main requirements. The line manager may stipulate other reasonable requirements and projects commensurate with the general profile and grade of the post.

