

**Working for Health**

**About us**

Working for Health CIC is a specialist, end to end provider of employment support to people with mental health conditions. It provides support for the job seeker to find work and supports people in work to keep their job.

We aim to increase an individual’s hope and aspiration for work, to increase the number of people in work, and reduce stigma and discrimination.

**Our philosophy**

Working for Health believes that:

* everyone can work, if the work is right for them
* everyone has skills and talents
* everyone has the right to a second chance
* hope will be the change agent

Working for Health is committed to ethical principles and practice, not only towards the customers we serve but also to our partner agencies, commissioners, employees, volunteers and our environment.

As a Community Interest Company all of our profits are reengineered into our community of interest: in our case this is the group of people whose working life is affected by mental ill health.

**Peer Support Worker**

**Job description and person specification**

**Hours** 20 hours per week

**Payment** £10.00 per hour

**Term** Fixed until end June 2023

**Annual leave** 5 weeks pro rata

**Location** The role will be split between delivery at our allotment and in our HQ in Cottingham:

The Allotment, Tavistock Street, Hull; The Work Place, Station Road, Cottingham HU16 4LL

**Reporting to** Senior Work Recovery Coach

**Job Summary:**

The role of Peer Support Worker has been developed specifically for people who have lived experience of mental ill health. Through sharing their own experiences, peer support workers will inspire hope and belief that recovery is possible in others.

As an integral and highly valued member of the team, the Peer will contribute to the development and delivery of our service for participants to regain control over their lives and their own unique recovery process.

The post holder is responsible for the effective running of our wellbeing interventions taking place at the allotment and in The Work Place.

You will be required to effectively document the participants' activity to meet the reporting requirements of the funders; ensure service fidelity and quality standards throughout the programme; and uphold the CIC’s philosophy of being person centred, responsive and effective.

You will ensure that all members are welcomed and supported. You will support activities, workshops, and provide information to promote choice, self-determination and opportunities. You will ensure that the environment is safe and clean at all times and restock consumables as necessary.

You will contribute to the support and development of the volunteers working with you. This will involve creating volunteer rotas as well as providing day to day guidance.

The Peer may also act as a mental health promotion champion and ambassador of recovery with external agencies, partner organisations and employers.

This is a development opportunity available to people who would like to develop career opportunities in a support role. Full training will be provided.

**Duties**

• Establish supportive and respectful relationships with people using our services.

• Model personal responsibility, self-awareness, self-belief, self-advocacy & hopefulness.

• Share ideas about ways of achieving recovery & employment goals drawing on personal experiences and a range of coping, self-help & self-management techniques.

• Signpost to various resources, opportunities and activities to promote choice and informed decision making.

* Manage and supervise The Allotment activities, ensuring a safe and supportive environment for members.
* Develop, co-ordinate and facilitate group activities in the Work Place, The Allotment and within the community.
* Contribute to the development of new workshops.
* Support our Volunteers working with you to enable them to contribute effectively.
* Maintain a professional relationship with the participants, staff and volunteers, including confidentiality and the maintenance of boundaries.
* Work co-productively with staff, volunteers and participants.
* Engage in supervision, training and personal development activities consistent with the requirements of the post.
* Work within the policy and governance framework of the organisation.
* Contribute to service development and identify areas for improvement.
* Keep accurate and complete records of the casework to support the administrative systems that record progress, outputs and outcomes.

This is not an exhaustive list of duties and responsibilities, and the postholder may be required to undertake other duties which fall within the grade of the job, in discussion with his or her line manager.

**How we work**

**Confidentiality**

In the performance of the duties, the post-holder may have access to confidential information relating to service users, staff and volunteers, and the organisation. All such information is to be regarded as strictly confidential and may only be divulged to authorised persons in accordance with the policies and procedures relating to confidentiality and the protection of personal and sensitive data.

**Health and Safety**

The post-holder will assist in promoting and maintaining their own and others’ health, safety and security as defined in the Health & Safety Policy.

**Safeguarding**

Working for Health is committed to safeguarding and promoting the welfare of children, young people and Adults at Risk and we expect all staff and volunteers to share this commitment. The suitability of all prospective employees or volunteers will be assessed during the recruitment process and the successful applicant will be required to undertake annual Safeguarding training and an enhanced criminal record check.

**Equality and Diversity**

The post-holder will support the equality, diversity and individual rights: acting in a way that recognises the importance of people’s rights; respecting people’s privacy, dignity, needs and beliefs; and behaving in a manner which is welcoming, non –judgemental and respectful of circumstances, feelings, priorities and rights.

**Personal/professional Development**

The post-holder will participate in the induction training programme implemented as part of this role, participate in a Development Review and take responsibility for own development, learning and performance.

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|  | **ESSENTIAL** | **DESIRABLE** |
| **Training and qualifications** | * Level 2 qualification in English and Maths   Or demonstrable skills | * Health and Social Care qualification such as The Care Certificate |
| **Experience** | * To have lived experience of mental health conditions * To have experience of recovering a meaningful life * Working within a team * Providing a service to others in a customer focused / person centred way | * Experience of devising and delivering workshops that reflect the wishes of the participants * Experience of helping people to obtain work and learning opportunities * Experience and knowledge of jobcentre plus and all disability / employment related benefits * Experience of volunteer management |
| **Knowledge and skills** | * Excellent interpersonal skills * Good facilitation skills * Negotiation and persuasion skills * Coaching and mentoring skills * A proven ability to initiate and develop relationships with people while being aware of their needs * An ability to work independently, reliably and consistently * Excellent word processing / computer skills | * An understanding of disability in relation to employment and education * An understanding of the Equality Act (2010) |
| **Other** | * An ability to see solutions rather than problems * A willingness to work flexible hours on occasion through prior arrangement as the needs of the job dictates. | * A driving licence and suitable means of transport to move equipment to and from the allotment. |