

Job Description

**Title**: Child Wellbeing Practitioner (CWP)

**Reporting to**: CWP Supervisor

**Accountable to**: CWP Supervisor/Service Development Lead

**Band:**  5

**JOB PURPOSE**:

This is a role within the Children and Young People’s Improving Access to Psychological Therapies programme (CYP IAPT). The post-holder will work within a CYP, mental health service delivering, under supervision, high-quality; brief outcome focused evidence-based interventions and guided self-help for children and young people experiencing mild to moderate mental health difficulties.

Within CHUMS Bedfordshire delivery, we have the Family Wellbeing Team (FWT) which consists of a Specialist clinical lead and service manager, a CWP supervisor/mentor, Senior band 6 CWPs, Band 5 CWPs and 4 CWP trainees starting in Cohort 5. The FWT has become an integral part of CHUMS Bedfordshire and embed within our Emotional Wellbeing Service, where you have the opportunity to work across a vast multidisciplinary team to gain specialist knowledge, training and support in differing clinical specialisms.

The candidate should have the necessary knowledge, attitude and capabilities to operate effectively in an inclusive, value driven service. The post holder will have completed their training at university to gain a PGCERT in CWP (or close to completion from Cohort 3).

The post will be working across Bedfordshire. Our office is based in Wrest Park, Silsoe. We host groups in various community locations and hold 1:1 sessions across the community in schools, GP surgeries and community venues. We offer flexible working patterns and the opportunity to work remotely.

Car driver essential.

**Main Duties and Responsibilities**

1. **Therapeutic skills**

1.1. Assess and deliver, under supervision, outcome focused, evidence-based interventions to children and young people experiencing mild to moderate mental health difficulties.

1.2. Working in partnership, support children, young people experiencing mild to moderate mental health difficulties and their families in the self-management of presenting difficulties.

1.3. Work in partnership with children, young people and families in the development of plans for the intervention and agreed outcomes.

1.4. Support and empower children, young people and families to make informed choices about the intervention.

1.5. Operate at all times from an inclusive values base, which recognises and respects diversity.

1.6. Accept referrals within agreed national and local protocols.

1.7. Undertake accurate assessment of risk to self and others.

1.8. Adhere to the service referral protocols. Under supervision signpost unsuitable referrals to the relevant service as necessary.

1.9. Through close case management and supervision, escalate cases where the level of need becomes beyond scope, or more severe ensuring adherence to other relevant elements of service delivery.

1.10. Provide a range of information and support for evidence based psychological treatments, primarily guided self-help. This work may be face-to-face, by telephone or via other media.

1.11. Adhere to an agreed activity contract relating to the overall number of children and young people contacts offered, and sessions carried out per week in order to improve timely access and minimise waiting times.

1.12. Attend multi-disciplinary meetings relating to referrals or CYP in treatment, where appropriate.

1.13. Keep coherent records of all activity in line with service protocols and use these records and outcome data to inform decision making. Complete all requirements relating to data collection.

1.14. Assess and integrate issues relating to transitions, education and training/employment into the overall therapeutic process.

1.15. Work within a collaborative approach involving a range of relevant others when indicated.

1.16. Work in collaboration with children, young people and communities to enhance and widen access.

**Training and Supervision**

2.1. To upkeep the requirements of the training element of the post including practical, academic and practice-based assessments that occurred during training.

2.2 To complete CPD events and keep a record of training & development.

2.2. Apply learning from the training programme to practice.

2.3. Prepare and present case load information to supervisors within the service on an agreed and scheduled basis, in order to ensure safe practice.

2.4. Respond to and implement supervision suggestions by supervisors in practice.

2.5. Engage in and respond to personal development supervision to improve competencies and practice.

3. **Professional**

3.1. Ensure the maintenance of standards of practice according to the employer and any regulating bodies, and keep up-to-date on new recommendations/guidelines set by the relevant departments.

3.2. Ensure that confidentiality is protected at all times.

3.3. Ensure clear objectives are identified, discussed and reviewed with supervisor and senior colleagues on a regular basis as part of continuing professional development.

3.4. Participate in individual performance review and respond to agreed objectives.

3.5. Keep all records up to date in relation to Continuous Professional Development and ensure personal development plans maintain up to date specialist knowledge of latest theoretical and service delivery models/developments.

3.6. Attend relevant conferences/workshops in line with identified professional objectives.

**4. General**

4.1. Contribute to the collection of data and facilitate the flow of data to the collaborative.

4.2 Contribute to the development of best practice within the service.

4.3. Ensure a comprehensive understanding of the relevant safeguarding legislation, guidance and best practice.

4.4. Maintain up-to date knowledge of legislation, national and local policies and procedures in relation to children and young people’s mental health

4.5. All employees have a responsibility and a legal obligation to ensure that information processed is kept accurate, confidential, secure and in line with the Data Protection Act (1998) and Security and Confidentiality Policies.

4.6. It is the responsibility of all staff that they do not abuse their official position for personal gain, to seek advantage of further private business or other interests in the course of their official duties.

4.7 This Job Description does not provide an exhaustive list of duties and may be reviewed in conjunction with the post holder in light of service development.

# GENERAL TERMS AND CONDITIONS

# Variation

This job profile is not intended to be a complete list of duties and responsibilities but as a guide for information to the job and may be reviewed in the light of changed needs and as part of an individual’s personal development plan. Any changes will be made following discussion with the post holder.

The post holder will be expected to undertake ongoing personal, professional and management development in line with the responsibilities of the post.

# Equal Opportunity

All employees must comply with CHUMS Social Enterprise Equal Opportunity Policy and must not discriminate on the grounds of age, class, race, colour, nationality, ethnic or national grounds, disability, family responsibilities, gender, marital status, religion or sexual orientation or any other grounds which cannot be shown to be justifiable.

# Health and Safety

All employees are subject to the requirements of the Health & Safety at Work Act. The post holder is required to ensure that his/her work methods do not endanger themselves or others.

# Data Protection/Confidentiality

All employees are subject to the requirements of the Data Protection Act 1998 and must maintain strict confidentiality in respect of patient and staff records and information.

##### Continuing Professional Development

The post holder will be expected to undertake ongoing personal, professional and management development in line with the responsibilities of the post.

**CHUMS Social Enterprise CIC**

#### PERSON SPECIFICATION

#### Child Wellbeing Practitioner

| **Requirements** | **Essential** | **Desirable** | **Assessed** |
| --- | --- | --- | --- |
| Education and Training | * Evidence of working with children and young people with mental health difficulties * Completion of training from the CWP course gaining a PGCERT as a Children’s Wellbeing Practitioner. | * Other relevant postgraduate degree. * Evidence of CPD courses related to field. * Group skills training. | Certificate  Interview |
| **Knowledge and Experience** | * Evidence of working with children and young people with mental health difficulties either individually or in groups * Demonstrates high standards in written communication * Working as a trainee CWP in related field. | * Experience of working in a variety of mental health or related services * Worked in a service with agreed targets in place to demonstrate outcomes * Ability to manage own caseload and time | Application  Interview |
| **Skills and Abilities** | |  |  | | --- | --- | |  | * Interview question |  * Excellent verbal and written communication skills, including telephone skills * Able to develop good therapeutic relationships with clients * Excellent IT skills * Ability to evaluate and put in place the effect of training | * Group facilitation * Interest in research techniques * Advanced Excel skills/training. | Interview |
| **Personal Qualities** | * Ability to use supervision and personal development positively and effectively * Ability to be self-reflective in personal and professional development and in supervision * Warm facilitating style with children, families and other professionals and the ability to work collaboratively for the benefit of service users. * Ability to manage time effectively and prioritise workload * Ability to deal with distressing and emotive situations * A demonstrated commitment to service development through evaluation and audit |  | Interview |
| **Other Requirements**  **(eg UK driving licence, shift/weekend working, travel away from home)** | * Car owner * Will be required to travel to visit children and families across Bedfordshire sites. * Ability to work flexible hours to meet the needs of the service |  | Interview |

Candidates will only be invited for interview if they meet the essential criteria for this post. The desirable criteria will be used to shortlist where the application of the essential criteria only, produces a large number of applicants.