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**Role Description**

**Title:** Part time Young Person’s Resilience Worker

**Employed by:** Executive Committee

**Line Manager:** Services Manager

**Salary:** £23,484 pa pro rata

**Hours:** 21 hours per week

**Contract type:** Minimum of 1 year

**Probationary Period:** Six months

**Based at:** Swansea Mind Centre, 66 St Helens Road, Swansea with regular travel to schools and community groups within Swansea

**Outline of Organisation**

Swansea Mind is an independent local voluntary organisation. It provides services with and for people with mental health problems.

Swansea Mind is working towards establishing partnerships with other organisations in both the voluntary and the statutory sector.

Swansea Mind values the contribution of everyone in the organisation. This means a commitment to consultation, teamworking, user empowerment and equal opportunities.

**Scope of the Post:**

The Young Person’s Resilience Worker will work under the direction of the Services Manager who will provide supervision and support. The post will require working alone. As Swansea Mind develops and changes, this post may be subject to ongoing evaluation as appropriate..

**Main purpose of the post:**

To develop and co-ordinate a young person’s emotional resilience project based in the community and Swansea comprehensive schools. The project will be based around resilience approaches which will be used in both groups and on a one-to-one basis. Part of the role will be to deliver training to school personnel and to parents.

**Main Duties and Responsibilities**

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| **To be responsible for:** |
| * Setting up and developing support groups with an emphasis on building young people’s resilience (both school and community based)
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| * Working closely with local schools, statutory and voluntary services
* Publicising and promoting the project
* Training, supporting and supervising volunteers
* Identifying opportunities for development and future funding
* Co-ordinating and managing referrals to the project including assessing risk and obtaining consent from parents/guardians
* Developing policies and procedures
* Producing regular reports for funders and for Swansea Mind management
* Researching, developing and delivering training for school personnel
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| * Monitoring and evaluating including the collection of regular wellbeing, satisfaction and positive life changes measures
* Submitting outcomes and outcomes to line manager
* Working within targets as set by the line manager
* Attending supervision with the line manager
* Any other duties as required
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**Health & Safety**

All employees of Swansea Mind have a statutory duty of care to their own personal safety and that of others who may be affected by their actions or omissions. Employees are required to co-operate with management to enable Swansea Mind to meet its own legal duties and to report any hazardous situation or defective equipment

**Flexibility statement**

The content of this Job Description represents an outline of the post only, and is therefore not a precise catalogue of duties and responsibilities. The Job Description is therefore intended to be flexible and is subject to review and amendment in the light of changing circumstances.

**Young Person’s Resilience Worker**

**Swansea Mind**

**Person Specification**

**Person specification**

**Essential**

* Experience of working imaginatively with, and providing emotional wellbeing to, young people
* Experience of group work
* Knowledge of resilience approaches
* Experience of setting up, developing and leading projects
* Experience of managing volunteers
* Ability to confidently create and provide training to professionals
* Highly organised with excellent multi-tasking skills
* Confident and articulate with excellent communication skills
* Diligent with a strong attention to detail
* Proficient with Microsoft Office suite including, Word, Excel, Outlook, Powerpoint
* Ability to work independently and prioritise workload
* Ability to deal with confidential information sensitively and appropriately
* Willingness to be flexible
* Clean driving licence and access to a roadworthy car

**Desirable**

* Ability to speak Welsh
* Knowledge of the third sector
* Experience of mental health services

Jan 22