



ADFERIAD RECOVERY

Bodloni anghenion pobl sy'n agored i niwed sy'n wynebu heriau bywyd cymhleth
Meeting the needs of vulnerable people facing complex life challenges



JOB DESCRIPTION

BCU LOW LEVEL INTERVENTION PEER MENTOR

Hours:	37.5 hours per week over 7 days
Salary:	£19,934.37 per annum
Holidays:	25 days per year plus 8 public holidays (pro rata)
Period of Notice:	4 weeks
Probationary Period:	3/6 Months
Based at:	BCU Health Board
Responsible to:	Change Step Project Manager

Job Purpose:

To deliver peer mentoring and intervention support to veterans assessed and/or in therapy with Veterans NHS Wales (VNHSW) in North Wales.

To raise awareness of Change Step and Veterans NHS Wales.



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Responsibilities:

- To provide support and guidance to all participants being referred onto the project within VNHSW.
- To provide emotional and practical support to Veterans (via telephone, email and face to face meetings and group work) and undertake a social needs assessment to identify and broker access to services and resources to meet identified needs.
- To provide longer-term (time limited) support to veterans whilst on the VNHSW waiting list or in therapy, working with multi-disciplinary teams to manage cases effectively.
- To manage a caseload of veteran mentees as identified by the project manager.
- To work with the project manager in achieving positive outcomes for participants.
- Record all activities in compliance with Adferiad Recovery and VNHSW regulations.
- Liaise with counterparts across Wales to help raise awareness of the projects in a systematic and planned way.
- To work closely with the administration staff and provide information and data as required for reporting purposes.
- Keep accurate records in accordance with Adferiad Recovery and VNHSW policies.



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Policy and Service Development:

- To adhere to all relevant Adferiad, Change Step and VNHSW specific policies and procedures.
- To identify and contribute towards any aspects of the peer mentoring service where improvement can be made, and to advise service and managers accordingly.
- To assist with the delivery of peer mentoring training and delivery when required.

General:

- To maintain the confidential information of the partnership and VNHSW and its clients.
- To communicate skillfully and sensitively highly complex and sensitive information, taking into account any barriers to communication.
- To refer clients to other services within the partnership and other external agencies as appropriate in consultation with NNHSW clinicians.
- To be accountable for own decisions and actions in consultation with the Project Manager and Veterans Therapist.
- To attend relevant meetings, undertake administrative tasks and reports as required.
- To undertake other duties, appropriate to the role as required.



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Professional:

- To participate in the continuous learning, development, and appraisal process.
- To operate within and observe partnership policies with VNHSW and procedures as amended and updated.
- To make regular use of both clinical and management supervision.
- To be responsible for working within own level of competence.
- To maintain an up-to-date knowledge of current developments in professional practice and of relevant legislation and policies.
- To develop and maintain professional working relationships with external agencies.



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	<u>Essential</u>	<u>Desirable</u>	<u>Method of Assessment</u>
Qualifications:	<ul style="list-style-type: none"> Educated to GCSE level grades A-C as a minimum 	<ul style="list-style-type: none"> BTEC level 2 or above in Peer Mentoring 	<ul style="list-style-type: none"> Certificate
Experience:	<ul style="list-style-type: none"> Military background 	<ul style="list-style-type: none"> Personal experience of supporting veterans 	
Skills:	<ul style="list-style-type: none"> Empathetic and a good understanding of the issues faced by clients Willingness to undertake digital training Excellent interpersonal communication skills Ability to communicate at all levels both verbally and in writing 	<ul style="list-style-type: none"> Efficient in dealing with paperwork systems and processes Competence with MS Office packages including Word, Access and PowerPoint Experience with data entry and using in-house data systems to record outcomes and client data Basic digital skills- confidence using electronic equipment such as computers, laptops, and tablets 	
Knowledge:	<ul style="list-style-type: none"> Awareness of any potential confidentiality issues and how to deal with them successfully 	<ul style="list-style-type: none"> Knowledge of local agencies linked to issues faced by veterans and where signposting could be initiated 	
Other Relevant Requirements:	<ul style="list-style-type: none"> Full UK driving licence and full access to a vehicle 	<ul style="list-style-type: none"> Welsh language skills 	



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