**TOUCHSTONE**

**PERSON SPECIFICATION - SELECTION CRITERIA**: **LOCALITY PRIMARY CARE MENTAL HEALTH SUPPORT WORKER – LEEDS MENTAL WELLBEING SERVICE**

|  | **ESSENTIAL CRITERIA** | **METHOD OF ASSESSMENT** | **DESIRABLE CRITERIA** | **METHOD OF ASSESSMENT** |
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| **SKILLS** | 1. Excellent communication skills, verbal and written. 2. Ability to interact sensitively and effectively. 3. High level of ICT skills, e.g. Microsoft Office (Word, Excel, Outlook, Publisher, PowerPoint). 4. Excellent organisational skills to plan, prioritse and meet deadlines. 5. Effectively work under pressure, work on own initiative without direct supervision. 6. Effective case management and record keeping skills. 7. Mental health assessment skills including risk assessment and support planning. | Application  Interview | * Ability to speak a community language. * Qualification in plain English * Second Language e.g. Urdu, Polish, BSL | AF |
| **EXPERIENCE** | 1. Direct work experience with people experiencing mental health difficulties and challenging behaviour. 2. Experience of working with Black and other Ethnic Minority people and/ or disadvantaged communities. 3. Experience of working one to one, or community based with client group. 4. Liaising and developing links with other agencies. 5. Monitoring and evaluating systems including record keeping. | Application Interview | * Advocacy work |  |
| **KNOWLEDGE** | 1. Knowledge of mental health issues and its effects on individuals functioning. 2. Black and minority ethnic people, culture and community. 3. Knowledge of social inclusion and co-production. 4. Knowledge of mental health services, particularly primary care mental health services 5. Working with statutory and voluntary sector agencies. 6. Discrimination and its impact on individual wellbeing. | Application Interview  Test | * Mental Health Legislation * Change Management |  |
| **ATTITUDES AND BEHAVIOURS** | * Demonstrate a willingness to participate in shaping the future of the organisation by taking on responsibilities and projects in addition to core workload. * Demonstrate a commitment and enthusiasm for working with our service user group. * Must demonstrate sensitivity to the needs of disadvantaged groups in the planning and delivery of services and interventions. * A commitment to working in partnership with service users, peers and volunteers. * Demonstrate the ability to undertake work with high degree of accuracy and strong attention to detail. * Commitment to Touchstone’s aims and values * Solution-focused approach to work. * Motivated and confident. * Open to change and able to work flexibly in line with the needs of the service/organisation. * Commitment to positive team leading and team working. * Commitment to maintain confidentiality at Touchstone. * Commitment to respecting diversity and anti-discriminatory/anti-oppressive practices. * Commitment to personal responsibility, development, learning and reflective practice. * Willingness to be managed and supervised. * Reliable and Resilient. | Interview  Test |  |  |
| **EQUAL OPPORTUNITIES** | * Must be able to recognise discrimination in its many forms and be willing to put into practice Touchstone’s Equality Policies. * Must be sensitive to the needs of disadvantaged groups in the planning and delivery of services. * A commitment to providing high quality services to the diverse communities. * Must be able to communicate effectively with a broad range of diverse service users, management and staff, from both organisations and the community. | Interview  Test |  |  |
| QUALIFICATIONS/  TRAINING |  |  |  |  |