

# Community Wellbeing Worker

## Know Your Mind PLUS

Post:	Community Wellbeing Worker
Contract:	33 hours fixed term until March 2025
Location:	Office - Kenburgh House, 28 Manor Row, Bradford, BD1 4QU but regularly travelling to additional locations across Bradford District and Craven
Responsible to:	Service Manager

### Purpose of the post

Embark on a rewarding journey with Mind in Bradford as a Community Wellbeing Worker, playing a pivotal role in advancing the mission of the Know Your Mind PLUS service for children and young people. This dynamic opportunity involves providing comprehensive one-to-one and group support to individuals aged 5-19 (or up to 25 with additional needs) in the Holmewood, Buttershaw and Keighley areas, who are navigating challenges in their social, emotional, and mental wellbeing. Whether in person, over the phone, or online, your impact will extend across diverse educational, community, and youth offending settings throughout the district.

### Key duties

- Provide one-to-one and group support to children and young people from a variety of backgrounds with varying degrees of mental health difficulties. Support will be provided in person, over the phone and online. This will require regularly travelling to a variety of educational, community and youth offending settings across the district.
- Complete individual assessments ("get to know you" sessions) with children and young people and use these to set goals, develop session plans and deliver tailored packages of support using a flexible, goal-based, child-led approach.
- Record information electronically and maintain accurate, up to date records in a timely way.
- Work effectively with co-workers and engage in partnership and multi-agency working.
- Motivate and encourage client engagement, participation, voice and influence.
- Contribute to the delivery of mental health training for children's workforce and mental health awareness sessions for children and young people.
- Independently undertake and record risk assessments and follow safeguarding and risk management procedures, recognising and responding promptly to any risk or safeguarding concerns, with support from Project Coordinator and Service Manager.
- Use a good understanding of support services across the district to signpost/complete onward referrals for children, young people and/or their parents/carers to relevant services for additional support as needed.

### General duties

- Commit to training and self-development and to undertake any training required to carry out the duties of the post.
- Work in alignment policies, procedures, aims, objectives, and core values of Mind in Bradford.
- Promote equity, inclusion and diversity in all aspects of your role.
- Actively support and promote the service and enhance the public image of Mind in Bradford, including supporting promotional events and fundraising efforts.
- Participate in constructive individual and group supervision and internal/external staff development including appraisals and mandatory training related to the role.
- Be familiar with and take responsibility for ensuring that all Health and Safety, Safeguarding, Information Gathering and Equity, Diversity and Inclusion policies are followed, and all other company policies complied with.
- Undertake any other reasonable duties or tasks deemed necessary by the senior leadership and operational delivery teams.

It is our policy to make reasonable adjustments to enable those with disabilities to undertake the above.

### Our organisation

Mind in Bradford is a registered charity with a clear purpose to promote positive mental wellbeing and empower and help people experiencing mental health problems to manage and work towards recovery and fulfilment. We do this through:

- Building community and individual resilience for better mental wellbeing
- Providing early intervention advice and support
- Supporting people in crisis
- Empowering and helping people to recover and sustain improved wellbeing.

### Our values

Our team is committed to five values which underpin everything we do:

- Caring always
- Working together
- Supporting everyone
- Enabling all
- Improving continually

## Person specification

	Essential
Knowledge	<ul style="list-style-type: none"> <li>• Evidence of ongoing professional development in a relevant field</li> <li>• Understanding of the key issues within mental health, and the potential challenges that people may face</li> </ul>

	<ul style="list-style-type: none"> <li>• Knowledge of other relevant health &amp; social care organisations across the Bradford District &amp; Craven</li> <li>• Knowledge of risk management and health and safety issues</li> <li>• Understanding of safeguarding and good practice</li> <li>• Understanding of confidentiality and data protection</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Experience of working with children, young people or adults in a health, social care or any other relevant setting (this can include voluntary experience)</li> <li>• Experience of supporting people in a clear, meaningful and non-judgemental way either via telephone or in person (this can include voluntary experience)</li> <li>• Experienced and confident in managing challenging situations, and recognising and responding to safeguarding concerns (this can include voluntary experience)</li> </ul>
Skills and abilities	<ul style="list-style-type: none"> <li>• Excellent proven written, verbal and non-verbal communication and organisational skills, including an ability to encourage and engage people in ways to make positive changes in their lives.</li> <li>• Excellent IT skills, including use of Microsoft packages</li> <li>• Ability to work as part of a team and work alone and use own initiative</li> <li>• Ability to gather relevant information to support and assess risks</li> </ul>
Personal qualities	<ul style="list-style-type: none"> <li>• Healthy and secure personal boundaries</li> <li>• Committed, passionate and flexible with a can-do attitude</li> <li>• Commitment to supporting people in a person-centred and non-judgemental way</li> <li>• Committed to equity, diversity and inclusion.</li> <li>• Understanding of and commitment to Mind in Bradford values.</li> </ul>
Other	<ul style="list-style-type: none"> <li>• Willingness and ability to travel across the district</li> </ul>