

Job description

Severe Mental Illness and Physical Health Check Services Manager,

Severe Mental Illness (SMI) refers to diagnoses of schizophrenia, bipolar and organic psychosis. People diagnosed with an SMI are at risk of dying 15-20 years earlier than the general population due to often preventable physical diseases.

People living with SMI are:

- Two times more likely to have diabetes and die of cancer
- Five times more likely to die of liver disease
- Three times more likely to die of cardiovascular disease

This role is to oversee the Severe Mental Illness (SMI) and Physical Health Checks (PHC) programme. You'll be leading a team that operates across all Primary Care Networks (PCNs) in Bradford District and Craven. Your primary responsibility is to lead and support a team of Health Engagement Officers (HEOs) to ensure that people living with SMI undergo annual physical health checks and receive necessary interventions to enhance their quality of life and live longer.

This role offers an exciting and varied opportunity where you will manage a busy workload, lead a dedicated team, and work strategically to build and nurture relationships both within and outside Mind in Bradford. The position requires travel across Bradford District and Craven.

Key duties

- Provide strong, effective, values-driven leadership to a team of health engagement officers.
- Support the development, promotion and evaluation of the SMI & PHC service.
- Foster and develop partnerships to maintain the SMI & PHC service profile through operational and strategic meetings with external partners and stakeholders.
- Collaborate with the Senior Service Manager and senior colleagues to create strategic plans for service growth.
- Facilitate multi-disciplinary collaboration by liaising with professionals across our system, ensuring clear communication and coordinated services.
- Ensure effective partnerships with service members, carers, and professional staff to incorporate their expertise informs all aspects of decision-making.
- Monitor and develop the service using appropriate risk management techniques to ensure the safety of service members, staff and volunteers.
- Collect feedback and implement service improvements based on the input received.

- Raise awareness about SMI and address physical health disparities within the local system, promoting a holistic understanding of mental and physical well-being.
- Champion equity, diversity and inclusion in the design, development and delivery of services
- Work collaboratively across primary care, secondary care and community settings to increase accessibility and effectiveness of physical health checks and interventions for people living with SMI
- Create high-level reports to demonstrate the reach, impact and developments relating to the service

General duties

- Participate in supervision, training, team meetings and company days and complete training related to the role
- Be familiar with and consistently work within and comply with all Mind in Bradford policies and procedures
- Take responsibility, with colleagues, for ensuring that all Health and Safety, Safeguarding, Information Gathering and Equality & Diversity requirements are met and all other Company policies complied with
- Work in alignment with the aims, objectives, and core values of Mind in Bradford
- Undertake any other reasonable duties or tasks deemed necessary by the senior leadership team
- Maintain a current understanding of trends in mental health

Person specification

Criteria	Essential
Knowledge	<ul style="list-style-type: none"> • At least 1 year’s management experience in a relevant field • A commitment to professional development • Understanding of current issues faced by people with severe mental illness and the link between mental and physical health • Understanding of client confidentiality, information governance and data protection • Understanding of key national and local priorities relating to severe mental illness and physical health checks
Experience	<ul style="list-style-type: none"> • Recognising and responding to risk and safeguarding concerns for adults, children & young people • Leading change in services and driving service developments • Monitoring and evaluating work and demonstrating outcomes • Mentoring/coaching others or supporting a team • Building and maintaining relationships with a range of stakeholders • Working with children, young people or adults in a health, social care or other relevant setting • Sound practical experience of client engagement and co-production • Working in a multi-agency way
Skills and abilities	<ul style="list-style-type: none"> • Excellent proven communication, administration and organisational skills • Excellent IT Skills, including use of differing systems, data bases, Microsoft packages and Outlook • Data analysis and report writing skills • Ability to create a work plan, use own initiative, multitask and work to a high-level • Able to work autonomously and as part of a team
Attitude and personal attributes	<ul style="list-style-type: none"> • Passionate and enthusiastic, a solution-focused approach and “can-do” attitude • Committed to equity, diversity and inclusion • Dedicated to collaborative working • Willing to work flexibly
Other	<ul style="list-style-type: none"> • Willingness to travel throughout Bradford and Craven