

**Child and Adolescent Mental Health Services (CAMHS)**

**Peer Support Practitioner Job Description**

**Role Terms**

**Salary** - Full time role - £24,375, part-time equivalent - £16,250 per annum

**Hours:** 25 hours a week, 52 weeks a year

**Location**: Southampton CAMHS West, home, meeting locations, and office-based at Room 6, St James Road Methodist Church, Shirley, Southampton, SO155HE

**Contract:** One-year fixed contract, with the possibility of an extension, subject to funding

**Reporting to**: Chief Executive Officer

**Job Purpose:**

This role is to support parents/carers whose child has been referred to Southampton CAMHS. The role will be based at Southampton CAMHS Wellbeing Hub three mornings a week, giving a parent/carers perspective to referrals with the rest of the time talking to and meeting parents/carers to see how Re:Minds can best support them.

Re:Minds exists to give families/carers of children with neurodiversity and/or mental health needs a safe place to be seen, heard and supported. Together we use our shared experiences, courage and tenacity to improve our own lives and the lives of the people we care for. We are a parent-led organisation, and we support anyone who needs us, a diagnosis is not needed to access our services.

**Key responsibilities**

* Attending the wellbeing hub to discuss referrals
* Giving a parent/carers perspective to referrals
* Contacting parent/carers to discuss the triage process and how Re:Minds can support them
* Feeding back to CAMHS and other organisations any issues
* Offering 1:1 support and advice
* Working with other professionals
* Uploading information to our database
* Writing reports based on support given
* Travelling to different locations across the city to meet parent/carers
* To willingly undertake any other tasks as reasonably requested in line with this role profile.
* To comply with all employee policies and procedures of Re:Minds

This job description is indicative of the range of current duties and responsibilities for the post, it is not comprehensive. It is inevitable that the duties will change to reflect the evolving needs of our business and it is essential therefore that it is regarded with a degree of flexibility, so that needs can be met. All changes will be discussed with the post holder before being implemented.

**Person Specification**

* Possesses lived experience and knowledge of neurodiversity and/or mental health issues
* To be able to confidently use IT applications such as Word and Excel and other databases
* Be sensitive to the needs of others and communicate with empathy
* Great communication skills: able to actively listen, respond in a sensitive way, advocate where appropriate and follow up with people proactively to keep them feeling valued.
* Skilled at managing conversations to ensure people feel included and have an equal chance to contribute.
* Able to make and sustain positive working relationships with a range of clients and stakeholders.
* Trustworthy, able to respect confidentiality and enforce professional boundaries.
* Confident in working with other professionals
* Confident in writing reports and giving feedback in meetings
* Confident in working independently and meeting goals
* Willing to learn more about autism, other neurodiverse needs, mental health and the triage process
* Be flexible to meet the needs of parent/carers and schools
* Keeping accurate records to meet contract monitoring requirements

**Values**

At Re:Minds we imagine a world where families no longer feel alone, hopeless or overlooked. Where we don't have to fight for the support, advice and guidance we deserve. A world that accepts us, recognises our needs, validates our contribution and equips our children to thrive.

To achieve this vision, it is essential that all members of our team align to and strive to demonstrate our values. These values guide our decision making, keep us true to our purpose and underpin every action we take while at work:

We are **resilient**: We stand together stronger, united. We can be brave for each other and a formidable force for positive and lasting change.

We are **resolute**: We are here to support and to challenge, to ask difficult questions, to act boldly and demonstrate the tenacity to achieve the best outcomes for our families.

We**respond:**Our service is led by the families we serve, we make it our mission to understand their challenges, reflect on how we support to address them, and adapt our services accordingly.

We are **respectful:**We create a safe and inclusive forum where feelings can be expressed without judgement. We value and care about each other, our partner organisations, our employees and our volunteers.

We nurture **relationships:**Our ethos is family first. All our employees and volunteers have lived experience of caring for children with additional needs and are encouraged to work flexibly to put those needs first.