

## ABERDEEN FOYER

### JOB PROFILE

<b>JOB TITLE</b>	<b>Development Coach (Impact Project – *North)</b>
<b>SALARY</b>	18,746 – 22,658 (depending on qualifications/experience)
<b>Hours</b>	*Part Time – 25hrs p/w
<b>RESPONSIBLE TO</b>	Health Team Leader
<b>RESPONSIBLE FOR</b>	to assist in the delivery of services to enable individuals to become healthy, socially and economically independent.

\*Based in Fraserburgh

\*fixed term to March 19 but may be extended to March 21 if funding is made available

#### **Main Accountabilities**

- To enable individuals to engage with, plan and co-facilitate therapeutic activities that will build resilience and sustainable social connections
- To lead in the development of project activities alongside volunteers and peer mentors
- To assist in aiding the recovery, wellbeing and onward progression of adults living with long term mental health conditions
- To assist in enhancing participants' ability to cope with everyday life – thus enabling the fulfilment of aspirations and potential.
- To undertake associated administrative/reporting tasks

#### **Service Delivery**

- To liaise with referring agencies to create and support engagement opportunities
- To ensure that a welcome plan is in place for all new project participants
- To plan and deliver day to day project activities alongside volunteers and participants
- To welcome, encourage and motivate all participants taking a calm and friendly approach.
- To assist participants to engage in planned activities
- To provide structured support to assist, motivate and encourage participants to develop the skills required to participate in group activities
- To provide 1:1 support for participants to agree and set progression milestones
- To enable participants to achieve independent living skills by engaging them in a range of agreed learning opportunities
- To take the lead in the development and implementation of a peer mentoring and volunteer training programme

- To build a network of community resources to facilitate onward progression opportunities for participants

### Internal Liaison

- To work as part of a team enabling participants to develop the skills required to become independent and self-manage their long term mental health condition.
- To participate in regular team meetings
- To work in a co-productive way with colleagues/project participants to plan and develop service delivery
- Liaise with other Foyer staff as appropriate to ensure a co-ordinated approach to providing services to clients

### External Liaison

- To liaise with other relevant organisations to provide co-ordinated services for participants.
- To engage with appropriate networks to support the development and progression of programme participants
- To liaise with all stakeholders to promote self-management

### Recording

- To maintain accurate records, notes and photographs etc utilising appropriate and imaginative recording tools

### Reporting

- To contribute to the formal reporting arrangements required both internally and externally

### Quality

- To participate in relevant monitoring and evaluation of services delivered

### Other

- Carry out all duties in accordance with the policies and procedures of Aberdeen Foyer
- To participate in identified training and development opportunities
- To carry out other relevant duties as may be required from time to time that are broadly consistent with the job description but are not included in it
- Support the identification and implementation of volunteering opportunities and student and employability placements

### Person Specification

		<b>Standard E or D*</b>	<b>Assessed via A or I*</b>
<b>Experience</b>			
1.1	Experienced in engaging people in social activities	E	A/I
1.2	Experience in supporting individuals to learn and develop their skills	E	A/I
1.3	Experience of working with individuals with long	E	A/I

	term mental health conditions		
1.4	Experience in multi-agency working	E	A/I
<b>Skills and Abilities</b>			
2.1	Ability to use enabling skills to motivate and inspire people	E	A/I
2.2	Ability to positively challenge in a constructive way	E	I
2.3	Ability to work with individuals who have good days and bad days.	E	I
2.4	Good communication skills – both oral and written	E	A/I
2.5	Good organisational skills	E	I
2.6	Ability to make others feel welcome and included	E	I
2.7	Ability to support and encourage individuals to take positive risks		
<b>Knowledge</b>			
3.1	An understanding of mental health conditions and their effects	E	I
3.2	Understanding of the ways that people can recognise and achieve their ambitions through active participation in activities	E	I
3.3	Knowledge of the benefits of self - management	E	I
3.4	Understanding of how people can recognise and achieve their ambitions through seeking and developing their skills and talents.	E	I
<b>Commitment</b>			
4.1	An empathy and commitment to the aims of Aberdeen Foyer	E	I
4.2	Commitment to person centred working practices	E	I
4.3	Commitment to self-management values.	E	I
<b>Qualifications</b>			
5.1	Relevant professional qualification in mental health/O.T./ community education.	E	A
<b>Special Conditions</b>			
6.1	Full UK driving licence	D	A
6.2	Membership of the PVG scheme for Children and Adults is required for this post	E	A
<b>Personal Qualities</b>			
7.1	To provide a positive role model for volunteers, peer mentors and participants.	E	I
7.2	Willingness to be flexible and contribute to a dynamic staff team	E	I
7.3	Ability to work in an imaginative and creative way	E	I
7.4	Ability to engender a sense of calm.	E	I

E – Essential

D- Desirable

A – Application

I – Interview