Children’s Wellbeing Practitioner (CWP) Supervisor/Service Development Lead

Point 1 Service

A message from our CEO, Allan Myatt



Dear Applicant,

Thank you for your interest in the post of CWP Supervisor/Service Development Lead, Point 1.

As an organisation, Ormiston Families has agreed that our strategy for the next 3 years is to enable children, young people and their families to feel safer, healthier and more resilient. We also recognise that we need to build the resilience of the organisation, so we are fit to meet the challenges ahead.

Over the next few months we will continue to develop the strategy identifying key objectives for the next 3 years and making necessary organisational and operational changes to enable us to deliver the strategy in the new financial year. We see the recruitment of this post as critical in helping us achieve these objectives.

I wish you the best of luck with your application.

Best regards,



Allan Myatt

Our vision

Safe, healthy, resilient families

Our mission

Enabling families in the east of England to build resilience and make choices to improve the life chances of their children

Our values

Collaborative

* Working together with families
* Building partnerships, communities and networks to support families
* Valuing each other to achieve results and improve everything we do

Compassionate

* Listening, so we can understand
* Treating people with respect
* Enabling, recognising and reinforcing achievements

Effective

* Evidencing the impact of our work with families
* Prevention and early intervention being at the heart of our work
* Building resilience to cope and recover from adversity

Ormiston Families is one of the leading charities working with children, young people and families in the East of England. We take early and preventative action to support families to be safe, healthy and resilient. All our services help people to build stronger networks, learn from experience and feel in control of their own wellbeing. We can only achieve this with the people who choose to work for us.

About CYP IAPT

The Children and Young People’s Improving Access to Psychological Therapies programme (CYP IAPT) is a service transformation programme funded by Health Education England and delivered by local partnerships that aims to improve existing children and young people’s mental health Services (CYP MHS) working in the community.

Point 1 has been successful in its bid to establish a new team of Children’s Wellbeing Practitioners (CWP’s). These posts come with placement support to be delivered by this post holder. The new post will include providing intensive supervision, clinical caseload management and to take a lead in developing the new service that will allow CWPs to deliver their skills. This will be done in conjunction with local service managers, the London and South East New Workforce Development Team and HEIs (KCL/UCL). The successful post holder will also access training attached to the supervision/service development role and hold a small caseload.

About the role

The CWP supervisor/service development leads, will be responsible for the management & supervision of the CWPs which are training roles within CYP IAPT. The post holder will also take a lead role in developing new services or new service structures to support the delivery of CWP skills and facilitate wider service transformation within the local child mental health system – this will be done in conjunction with and local service leads and managers. The CWPs will work within Point 1 as part of a team delivering, under the supervision of this post, high-quality; brief outcome focused evidence-based interventions for children and young people experiencing mild to moderate mental health difficulties.

The CWP Supervisor/service development lead will support the strategic development of the CWP initiative within their service, under the direction of the service lead.

The supervisor(s)/service development leads, in this post will also attend a supervisor’s/service development leads course throughout the year. Supervisors will also be expected to attend some of the teaching of the CWPs at UCL or KCL days will be held on Fridays over the year (details TBC).

About you

As the post holder you will have interest and ability to contribute to service development. You will have experience of working with children, young people and parents presenting with a range of mental health difficulties and challenging behaviour. You will also have previous experience of supervision of clinical staff in CAMHS.

This post is full time with a starting salary of NHS Band 7.

Probationary Period

The post is subject to a probationary period of six months during which your progress will be monitored in accordance with agreed objectives.

Application Process

Applicants must send in a completed online application form; you must demonstrate that you hold the personal competencies required for the role and how you meet the relevant skills, knowledge and experience.

Ormiston Families is an equal opportunities employer. We value diversity and welcome applications from all sections of the community. We ask individuals to complete a monitoring form to help us monitor the diversity of applicants. It will be separated from your application form and will not be seen by anyone involved in recruitment to this job.

Please note: Only successful applicants will be contacted by Ormiston Families.

Job Description

Job Title: CWP Supervisor/Service Development Lead  
Service: Point 1 Service   
Location: Kings Lynn with periodic visits to the Hub in Norwich

Job purpose:

The CWP supervisor/service development leads, will be responsible for the management & supervision of the CWPs which are training roles within CYP IAPT. The post holder will also take a lead role in developing new services or new service structures to support the delivery of CWP skills and facilitate wider service transformation within the local child mental health system – this will be done in conjunction with and local service leads and managers.

Main Duties and Responsibilities:

1. **Clinical**
2. To oversee the formulation and treatment and management plans for parents, children and young people being treated by the CWPs using a range of specialist psychological interventions appropriate to the service; individual and group.
3. Working in Partnership, support children, young people experiencing mild to moderate mental health difficulties and their families in the self-management of presenting difficulties.
4. Work in partnership with children, young people and families in the development of plans for the intervention and agreed outcomes.
5. To support and empower children, young people and families to make informed choices about the intervention.
6. To operate at all times from an inclusive values base, which recognises and respects diversity.
7. Accept referrals within agreed national and local protocols.
8. Undertakes accurate assessment of risk to self and others.
9. Adhere to the service referral protocols. Under supervision signpost unsuitable referrals to the relevant service as necessary.
10. Through close case management and supervision, escalate cases where the level of need becomes beyond scope, or more severe ensuring adherence to other relevant elements of service delivery.
11. Provide a range of information and support for evidence based psychological treatments, primarily guided self-help. This work may be face-to-face, by telephone or via other media.
12. Adhere to an agreed activity contract relating to the overall number of children and young people contacts offered, and sessions carried out per week in order to improve timely access and minimise waiting times.
13. Keep coherent records of all activity in line with service protocols and use these records and outcome data to inform decision-making. Complete all requirements relating to data collection.
14. Assess and integrate issues relating to transitions, education and training/employment into the overall therapeutic process.
15. Work within a collaborative approach involving a range of relevant others when indicated.
16. Work in collaboration with children, young people and communities to enhance and widen access to support health promotion.
17. To provide some joint specialist mental health assessments and treatments to parents, children and young people with the CWP supervisees. Following attendance at the CWP courses the interventions will be based on the low intensity evidence-based interventions for the treatment of low mood, anxiety, and behaviour problems
18. To provide clinical supervision of the intervention work of the CWPs when they are working independently
19. To judge when the CWPs are able to work independently with specific clients and interventions
20. To provide reports and communicate in a skilled and sensitive manner concerning the assessment, formulation and treatment plans of clients.
21. To support the CWPs to liaise with other education, health, social care and voluntary sector staff from a range of agencies, in the care provided to clients.
22. **Teaching, Training and Supervision**
23. Attend and fulfil all the requirements of the training element of the post including practical, academic and practice-based assessments. This would include reviewing videos and case reports of the CWPs
24. Support CWP staff in the co-delivery of training sessions approximately once a month. This will include; attendance at practice skills sessions, involvement in formative feedback sessions with teaching staff, and co-production of elements of the curriculum.
25. Apply learning from the training programme to practice.
26. Receive supervision from educational providers in relation to course work to meet the required standards.
27. To continue to develop skills in the area of professional teaching, training to multidisciplinary teams and partner agencies (education, social care).
28. Prepare and present case load information to supervisors within the service on an agreed and scheduled basis, in order to ensure safe practice and the governance obligations of the trainee, supervisor and service are delivered.
29. Respond to and implement supervision suggestions by supervisors in practice.
30. Engage in and respond to personal development supervision to improve competences and practice.
31. Co-develop a supervision contract with CWPs
32. To induct CWPs into appropriately using supervision, including looking at data and videos in supervision

#### C. Service Development Management and Policy.

1. To support the strategic and practical development of the CWP initiative within their service and wider Children’s mental health system, under the direction of the service lead.
2. To manage and screen referrals into the CWP service.
3. To manage the day-to-day running of the CWP team at an operational level.
4. To regulate and manage the case load of the 4 CWPs
5. To take a lead in monitoring clinical outcomes and activity data from the work of the new team
6. To provide line management for Band 4 CWPs within the service as required by the Service Manager.
7. To contribute to the development, evaluation and monitoring of the team’s operational policies and services, through the deployment of professional skills in research, service evaluation and audit.
8. To assist the service manager by undertaking delegated routine team-based functions, as required, such as: chairing meetings, overseeing evaluations/audits, etc.
9. To advise both service and professional management on those aspects of the service where psychological and/or organisational matters need addressing.
10. To be involved, as appropriate, in the recruitment, short listing and interviewing of band 4 CWPs
11. To attend, as required, a range of interagency meetings to represent the service, in a delegated role, offering guidance, where appropriate, ensuring that issues relating to the service are noted and brought to the attention of the service manager.
12. To assist, in the integration and development of user participation, outcomes measures, and evidence-based treatment approaches in line with the wider CAMHS strategy for service improvement.
13. To initiate and oversee service development, such as joint working with other agencies and developing new interventions within the service.
14. To ensure that CWPs are covered by the clinical governance arrangements for the service. This would include reviewing policies relating to risk management and sole working and ensuring that these policies are adhered to by the CWP workforce.

#### D. Service Evaluation and Research

1. To utilise theory, evidence-based literature and research to support evidence-based practice in individual work and work with other team members.
2. To undertake CWP project management, including audit and service evaluation, with colleagues within the service to help develop and evaluate service provision.
3. Work with service managers to ensure outcomes data is collected, used clinically and submitted to the New Workforce Development team

Person Specification

|  |  |  |
| --- | --- | --- |
|  | **ESSENTIAL** | **DESIRABLE** |
| **TRAINING & QUALIFICATIONS** | Appropriate qualification to be an existing CAMHS clinician. |  |
| **EXPERIENCE** | Two years post qualification experience.  Experience of supervising CAMHS clinicians.  Experience of working with evidence-based approaches to low mood, anxiety and behaviour problems.  An enthusiasm for using Routine Outcome Measures.  An enthusiasm for brief interventions.  Experience of working with children, young people and parents presenting with a range of mental health difficulties and challenging behaviour.  Formulation and treatment of children and young people with mental health difficulties.  Experience of undertaking delegated leadership tasks and managing staff effectively.  Experience of multidisciplinary and multiagency working and co-working assessments and treatment.  Experience of supervision of clinical staff in CAMHS.  Ability to develop, manage and lead on outcomes data and data reporting for the service.  Experience of providing a culturally sensitive service.  Working autonomously with families providing an assessment and treatment service.  Contributing to multidisciplinary team meetings and co-working assessments and treatment within clinic-based settings.  Experience in managing child protection concerns  High level knowledge of the theory and practice of psychological interventions.  Skills in the assessment of mental health factors for young children and their parents. | Experience of working with other agencies outside of the NHS  Experience of working with Health Visitors, Family Support Workers and Social Workers |
| **KNOWLEDGE AND SKILLS** | High level knowledge of the theory and practice of psychological interventions.  Skills in the assessment of mental health for children young people and their parents.  Ability to work autonomously.  High level skills in working with professional networks and the ability to advocate for and advance the mental health needs of parents and their children.  Ability to chair team meetings, undertake delegated management tasks and support the CAMHS Service Manager in general team tasks/development as required.  Ability to form excellent working relationships with colleagues and work flexibly with others in multidisciplinary and multi-agency settings.  Ability to identify and employ mechanisms of clinical governance as appropriate, to support and maintain clinical practice.  Ability to manage/supervise clinical staff on band 4.  Knowledge and skills in effective communication, orally and in writing, complex, highly technical and/or clinically sensitive information to clients, their families, carers and other professional colleagues both within and outside the NHS.  Effectively manage a clinical caseload, complete outcomes measures routinely, update clinical records in line with team, service and Trust requirements.  Knowledge of the relevant clinical research literature and ability to apply it to field of parent/child mental health for each service area.  Knowledge of legislation in relation to the client group and mental health, education and the children Act and Child protection.  Ability to form good working relationships and work flexibly with others in multi-disciplinary and multi-agency settings. |  |
| OTHER | Ability to form good working relationships and work flexibly with others in multi-disciplinary and multi-agency settings.  Interest and ability to contribute to service development.  Ability to teach and train others, using a variety of multi-media materials suitable for presentations with clients and /or professionals.  Confident speaking with a range of audiences in different setting.  Motivated and innovative |  |

Ormiston encourages all candidates called for interview to provide details of their criminal record at an early stage in the application process. This information can be sent under separate, confidential cover to Human Resources [hr@ormistonfamilies.org.uk](mailto:hr@ormistonfamilies.org.uk). Ormiston Families guarantees that this information will only been seen by those who need to see it as part of the recruitment process.

The post will be offered subject to satisfactory qualifications, DBS if applicable, references and a satisfactory declaration of health. The post will also be offered subject to the production of relevant documents as listed in the Immigration (Restriction on Employment) Order 2004.

The successful candidate will be asked to provide evidence of identity and qualifications.

Applications will be considered and those shortlisted for interview will be informed. If you have not heard by the interview date we thank you in advance for your interest and ask you to assume that you have not been successful on this occasion.

Closing date for completed applications: 9am, Monday 18th November 2019

Interview date for short listed candidates: TBC

**Any queries, please email: karryn.dixon@ormistonfamilies.org.uk**

Reward & Recognition

Competitive salaries

Competitive salaries with annual cost of living increment where one is awarded.

Employee Training and Development

Commitment to the professional and career development of its employees.

Work Life Balance

High standards of flexible and family friendly employment policies; Ormiston Families is committed to ensuring employees maintain a good work life balance.

The Hive

Our communication and benefits hub where employees and volunteers keep up to date with all organisation news, share information and ideas and have access to a wide variety of shopping discounts.

Wellbeing Centre

Accessed via The Hive Wellbeing Centre provides education, support and tools to help you live a healthier and happier life.

Pension Scheme

Group Personal Pension Scheme with up to 9% of gross salary employer contribution for any employee where they match the level of contribution.

Generous annual leave entitlement

27 days annual leave plus additional leave for employees who have completed 3 years’ service. (Part time employees receive a pro rata allowance according to the number of hours they work per week).

Occupational sick pay scheme

Ormiston Families operates an occupational sick pay scheme in addition to statutory sick pay.

Group Life Assurance

Ormiston Families provides a death in service benefit to all permanent employees.

Cycle to work scheme

This is offered as a “salary sacrifice” which is deducted from monthly salaries.

*All benefits are discretionary, therefore Ormiston Families have the right to change or amend benefits at any given time.*

Recruitment of Ex-offenders Policy

Ormiston Families complies fully with the Disclosure and Barring Service (DBS) Code of Practice and undertakes to treat all applicants for positions fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed.

This policy on the recruitment of ex-offenders is made available to all Disclosure applicants at the outset of the recruitment process.

Ormiston Families is committed to the fair treatment of its employees, potential employees and users of its services regardless of race, colour, nationality, ethnic or national origin, gender, marital status or caring responsibility, sexual identity, age, physical, sensory or learning disability, mental health, political opinion, religion or belief, class, HIV status, employment status or part-time status, offending behaviour unrelated to the post or trade union activities.

Ormiston Families actively promotes equality of opportunity for all and welcomes applications from a wide range of candidates, including those with criminal records. Ormiston Families selects all candidates for interview based on the criteria drawn up for the position.

A Disclosure is only requested after a thorough risk assessment has indicated that one is both proportionate and relevant to the position concerned. For those positions where a Disclosure is required, all application forms and recruitment briefs will contain a statement that a Disclosure will be requested in the event of the individual being offered the position.

Where a Disclosure is to form part of the recruitment process, Ormiston Families encourages all applicants called for interview to provide details of their criminal record at an early stage in the application process. Ormiston Families requests that this information is sent under separate, confidential, cover to Human Resources and guarantees that this information will only be seen by those who need to see it as part of the recruitment process.

Unless the nature of the position allows Ormiston Families to ask questions about a candidate’s entire criminal record only questions about "unspent" convictions as defined in the Rehabilitation of Offenders Act 1974 will be asked.

Ormiston Families will ensure that those who are involved in the recruitment process have been suitably trained to identify and assess the relevance and circumstances of offences. Ormiston Families will also ensure that they have received appropriate guidance and training in the relevant legislation relating to the employment of ex-offenders, e.g. the Rehabilitation of Offenders Act 1974.

Ormiston Families will ensure that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the position. Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment.

Ormiston Families will ensure that every subject of a DBS Disclosure is aware of the existence of the DBS Code of Practice and make a copy available on request.

Ormiston Families undertakes to discuss any matter revealed in a Disclosure with the person seeking the position before withdrawing a conditional offer of employment.

Having a criminal record will not necessarily bar any applicant from working with Ormiston. This will depend on the nature of the position and the circumstances and background of the offences.