Lead Therapist

Point 1 Service

A message from our CEO, Allan Myatt



Dear Applicant,

Thank you for your interest in the post of Lead Therapist, 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 the role

The post holder will deliver high quality comprehensive mental health services. The role involves managing a defined caseload with a focus on providing expert assessment and evidence-based treatment for children and young people with mild to moderate mental health difficulties and their parents/carers. The post holder will provide training, supervision and consultation to staff within a specific education provision.

This post comes with a mandatory 1-year parallel supervisor training programme at the University of East Anglia requiring successful completion for this role. The role of the Senior Therapist within MHSTs is pivotal with high-quality supervision of trainee practitioners being key to ensuring the successful delivery and sustainability of the MHSTs. It is expected that a ‘Community of Children and Young People’s MHST supervisors will evolve, which will become a growing resource to facilitate the development of MHSTs across a wider region beyond a given CCG footprint, and this will provide further support into the future for the sustainability of the EMHP programme.

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 delivering CBT-informed supervision and a professional qualification in mental health and registration.

This post is full time, 37.5 hours per week, with a salary of £37,110 - £41,850.

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: Lead Therapist
Service: Point 1 Service – Mental Health Support Teams in Schools
Location: Based in Norwich with weekly travel to Kings Lynn and North Norfolk

Job purpose:

The post holder will deliver high quality comprehensive mental health services. The role involves managing a defined caseload with a focus on providing expert assessment and evidence-based treatment for children and young people with mild to moderate mental health difficulties and their parents/carers. The post holder will provide training, supervision and consultation to staff within a specific education provision.

Main Duties and Responsibilities:

**Lea**dership

* To lead the way in engaging schools with the Trailblazer ambitions and be responsible for sustaining engagement along with the Clinical Lead and MHSTS Team Manager
* To mentor and support EMHP training programme requirement
* To work closely with the UEA EMHP programme to ensure that EMHPs have opportunities to embed their learning
* To ensure that supervisor teaching is used and embedded in the supervision of EMHPs
* To supervise the caseload and care provision of EMHP colleagues
* To demonstrate and role model excellent clinical leadership skills, supporting the development of the trainee roles in the locality team and across county teams as required.
* To advocate and role model the use of routine clinical outcome measures, supporting EMHPs in the application of these.
* Arrange training events for staff within education in line with the ambitions of the Trailblazer pilot.
* To ensure that appropriate action is taken to safeguarding children and adults
* To be actively Involved in the development of local systems and process that ensure the implementation of Ormiston Families policies.
* To ensure participation in the team’s compliance with CQC standards through the participation and development in provider compliance assessment tools.
* To contribute to clinical governance arrangements in order to ensure the quality of the service provided. This will include ensuring performance targets are met to provide high quality care.
* To ensure development of the service is in line with national and local findings from other Trailblazer sites.
* To act up for the team manager during their absence and take on other responsibilities as agreed.
* Data management – to hold the overview of the cases in the team and produce reports as directed by the Community Team Manager and/or Clinical Lead.
* To support the team manager in the set up of the MHSTS service.
* To demonstrate outstanding leadership and management skills to ensure the on-going

development of staff and the service

* To contribute to the development of ideas and innovative practice and propose

changes to protocols and procedures within the mental health support teams

Communication

* To contribute to the team’s engagement with a wide range of stakeholders including staff, service users, their carer’s and other statutory and voluntary sector agencies
* To build effective relationships and liaison with allocated schools / colleges
* To provide and receive highly complex and sensitive information to/from children, young people and their parents/carers regarding assessment, care planning, treatment and review, adapting you approach to overcome barriers to understanding.
* To liaise with and impart highly complex and sensitive information to multi-disciplinary teams to ensure the provision of consistent well-coordinated care.
* Communicate information in a way that makes it relevant and understandable for service users and carers, working in line with practice standards and operational policies.
* To provide high standard of written and verbal communication that is clear and in line with professional documentation standards.
* To participate in and chair clinical meetings.
* To facilitate fair access to services and promote social inclusion regardless of age, ethnicity, gender, sexual orientation or disability.
* To enable the communication and engagement of individuals and their carers to ensure that they have a voice about the services they receive and how these are developed, promoting participation across the service.

Clinical

* To work within education settings to offer short term evidence-based interventions for children and young people and support whole school approaches to promoting positive mental health.
* To undertake complex risk assessments and develop a formulation of risk which will lead to the development of risk management plans which have taken into consideration a range of possible options
* To effectively triage individuals and signpost to the most appropriate services and support children and young people to navigate the Mental Health system effectively.
* To undertake and continuously re-evaluate complex psycho-social assessments and develop a working formulation and diagnosis which will lead to the development of personalised care packages in line with evidence based and routine clinical outcome measures.
* To plan and organise individuals’ packages of care and ensure that reviews are held within the required time frames
* To develop and deliver evidence-based care packages including assessing, planning, intervention and evaluation through use of routine outcome measures.
* To ensure that all interventions have clear outcomes and that these are taken into consideration when sourcing the resources to best meet the individual’s needs.
* To deliver services using a recovery and strengths approach where the needs of the individual child/young person and their families/carers are held as central and their involvement is proactively encouraged.
* To ensure the continuous re-evaluation of individuals’ needs and clinical risk situations and use clinical judgement to formulate the most appropriate clinical plan
* To ensure that interventions are planned in an integrated and co-ordinated manner particularly where dependent on other external agencies
* To ensure that caseload is well managed, and that care and treatment is provided in line with practice standards
* To organise and facilitate clinical meetings
* To provide specialist advice to referrers/other multi-disciplinary staff in relation to the care of individuals.
* To ensure timely and accurate documentation of all clinical activity in line with professional guidance, Ormiston Families standard operating procedures and best practice.
* Provide group supervision and practice reflection groups as part of clinical supervision as directed by the Community Team Manager and/or Clinical Lead.

Professional

* To effectively manage workload to ensure the needs to the individuals who use our services are met taking the wider needs of the team into consideration.
* To plan own workload and the workload of EMHPs to ensure that care is provided in the most high quality and cost efficient manner, prioritise and make adjustments as appropriate.
* To participate in programmes of audit and research within the team as agreed and implement the findings.
* To ensure information resources are used to maintain knowledge of Point 1 Service, Ormiston Families and MHST Team priorities and safety initiatives.
* To work without direct supervision and take accountability for your own actions.
* To act autonomously to make clinical and non-clinical decisions and consult with senior staff and/or manager in accordance with their professional judgement.
* To remain professionally competent and registered

Key Working Relationships

The post holder is required to build effective operational and strategic sustainable partnerships

with key senior stakeholders. Whilst not an exhaustive list, key relationships include:

* School Heads, Deputy Heads and key leads senior mental health leads within education
* Key Mental Health Leads within Children’s Services
* Children, Young People and Adult Mental Health Services
* School Nursing
* Youth Offending
* Managers within Children and Family services
* Primary care services
* A&E, paediatricians and managers within acute services
* Youth Council and other children, young people and parent forums.

Generic Responsibilities – All Posts/Employees

The following are applicable to all posts and all employees.

General Duties

To undertake any other reasonable duty, which is appropriate to the grade when requested by Senior Staff.

To be familiar with and comply with all Ormiston Families policies, procedures, protocols and guidelines.

To demonstrate an understanding and commitment to the charity’s values.

Professional and Personal Development

All staff must ensure that they are aware of their responsibilities by attending Mandatory Training and Induction programme.

All staff will have a formal appraisal with their manager at least every 12 months. Once performance/training objectives have been set, the staff member’s progress will be reviewed on a regular basis so that new objectives can be agreed and set, in order to maintain progress in the service delivery.

All staff will be expected to take responsibility for their own professional development and will be supported to achieve development opportunities as appropriate.

Health and Safety

All staff have a responsibility to maintain health and safety of self and others within the performance of duties in accordance with health and safety policies, and to undertake specific health and safety responsibilities as directed. All staff have a responsibility to adhere to the Risk Management Policies & Procedures.

All staff are required to contribute to the control of risk, and must report immediately any incident, accident or near miss involving service users, carers, staff, contractors or members of the public.

Confidentiality and Information Governance

All staff may gain or have access to confidential information about the assessment and/or treatment of service users, information affecting the public, private or work related staff information, or Charity matters. A breach of confidentiality will have occurred where any such information has been divulged, passed (deliberately or accidentally) or overheard by any unauthorised person or person(s). Breaches of confidentiality can result in disciplinary action, which may involve dismissal.

All staff must maintain a high standard of quality in corporate and clinical record keeping, ensuring information is always recorded accurately, appropriately and kept up to date. Staff must only access information, whether paper, electronic or in other media which is authorised to them as part of their duties.

All staff must ensure compliance with the Data Protection Act 1998.

Safeguarding: Adults and Children (Section 11 of the Children Act 2004)

Every member of staff has a responsibility to be aware of and follow at all times, the relevant national and local policy in relation to safeguarding children and safeguarding adults.

Senior Managers

Under Section 11 of the Children Act senior managers have responsibility for ensuring that service developments take into account the promotion of welfare and is informed by the views of children and families; providing training on safeguarding for all staff; recruiting safely; ensuring there is effective inter-agency working and information sharing.

Freedom of Information (FOI)

All members of staff must be aware of their responsibilities under the Freedom of Information (FOI) Act 2000. The Act gives individuals or organisations the right to request information held by the Charity. Staff must manage information they hold in such a way that meets the requirements of the Act. All requests for disclosures under the Act must be passed to the Freedom of information Officer.

Data Quality

The Charity recognises the role of reliable information in the delivery & development of its services and in assuring robust clinical and corporate governance. Data quality is central to this and the availability of complete, comprehensive, accurate and timely data is an essential component in the provision of high-quality mental health services. It is therefore the responsibility of all staff to ensure that where appropriate, information is recorded, at all times, in line with the Charity’s Policy and Procedures for Data Quality.

This job description seeks to provide an outline of the duties and responsibilities of the post. It is not a definitive document and does not form part of the main statement of Terms and Conditions. The job description will be reviewed as part of the annual appraisal process and will be used as the basis for setting objectives.

Person Specification

|  |
| --- |
| Qualifications: |
| Essential | Desirable |
| A professional mental health qualification and registration e.g. RMN, Social Work Degree or equivalent, BSc/Diploma in OT etc Training to level 3 in Safeguarding Children and Young PeoplePost graduate degree qualification/clinical training to at least Diploma level in CBT TherapySupervision qualification, or willingness to complete post Graduate Certificate in Supervisionat University of East Anglia as required | Recognised qualification in evidenced based therapeutic intervention for children/young people and their families/carersCertificate in Supervision - CBTMaster level qualification in relevant discipline |
| Experience: |
| Essential | Desirable |
| Minimum 2 years experience of managing an extensive and complex caseloadMinimum 2-4 years working therapeutically within a CYP Mental Health Setting Experience of delivering CBT-informed supervisionWorking collaboratively in a multi-disciplinary team including provision of clinical leadershipWorking in community with Child and Adolescent Mental Health ServicesExperience of delivering and supervising mental health approaches in education settingsDemonstrates leadership and theability to delegate and supervisestaff | 2 years’ supervisory experience in a CYP mental health setting post-qualification Participation in user involvement in services.Delivery of model based psychological therapy.Mentoring students in line with professional requirements.Work within Early Intervention and Prevention Services.Delivery of training to a diverse audience.Presenting to large and diverse audiences |
| Clinical Abilities/Knowledge/Skills: |
| Essential | Desirable |
| * A1: Knowledge of development in children / young people and of family development and transitions
 |  |
| * A2: Knowledge and understanding of mental health presentations in children, young people and adults
 |  |
| * A3: Knowledge of professional and legal issues relevant to working with children and young people
 |  |
| * A4: Knowledge of, and ability to operate within, professional and ethical guidelines
 |  |
| * A5: Knowledge of, and ability to work with, issues of confidentiality, consent and capacity
 |  |
| * A6: Ability to work within and across agencies
 |  |
| * A7: Ability to recognise and respond to concerns about child protection
 |  |
| * A8: Ability to work with difference (‘cultural competence’)
 |  |
| * A9: Ability to engage and work with families, parents and carers
 |  |
| * A10: Ability to engage and communicate with children/young people of differing ages, developmental level and background
 |  |
| * B1: Knowledge of models of intervention and their employment in practice
 |  |
| * B2: Ability to foster and maintain a good therapeutic alliance with families and understand the perspectives or ‘world view’ of its members
 |  |
| * B3: Ability to manage the emotional content of sessions
 |  |
| * B4: Ability to manage endings and service transitions
 |  |
| * B5: Ability to work with groups of children / young people and/or parents/carers
 |  |
| * B6: Ability to make use of measures, including monitoring or outcomes
 |  |
| * B7: Ability to make use of supervision
 |  |
| * C1: Ability to undertake a comprehensive assessment
 |  |
| * C2: Knowledge of the risk assessment and management processes
 |  |
| * C3: Ability to assess the child’s functioning within multiple systems
 |  |
| * C4: Ability to formulate
 |  |
| * C5: Ability to feedback the results of assessment and agree a treatment plan
 |  |
| * C6: Ability to undertake a single session assessment of service appropriateness
 |  |
| * C7: Ability to co-ordinate casework across different agencies and/or individuals
 |  |
| * D1: Knowledge, awareness and experience of low intensity and guided self-help intervention for those with mental health difficulties
 |  |
| * D2: Knowledge of health promotion applicable to daily practice with children, young people and families
 |  |
| * D2: An ability to draw on knowledge of key organisational issues for the effective delivery of emotional health promotion programmes in schools
 |  |
| * E1: An ability to draw on knowledge of Group and Individual Parenting Programmes for children with disruptive behaviour problems
 |  |
| * E2: An ability to draw on the knowledge and skills required to carry out Functional Family Therapy and/or Multi-Systemic Therapy
 |  |
| * E3 An ability to draw on the knowledge and skills required to delivery therapeutic approaches to children/young people with depression, particularly using CBT principles
 |  |
| * E4: An ability to draw on the knowledge and skills required to delivery therapeutic approaches to children/young people with anxiety. particularly using CBT principles
 |  |
| * E5: An ability to draw on the knowledge and skills required to develop and implement challenging behaviour interventions
 |  |

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. 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 8th June 2020

Interview date for short listed candidates: TBC

**Any queries, please email: hannah.west@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.