**SENIOR THERAPIST – EMHP/CWP**

**MENTAL HEALTH SUPPORT TEAMS IN SCHOOLS**

A message from our CEO, Allan Myatt



Dear Applicant,

Thank you for your interest in the post of Senior Therapist on the Mental Health Support Teams in Schools programme.

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

Who Are Ormiston Families?

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 Our Mental Health Support Teams in Schools (MHSTS)

Mental Health Support Teams in Schools is a government initiative to support children and young people at the earliest opportunity by developing mentally healthy schools. Ormiston Families works in partnership with the Norfolk and Waveney Health and Care Partnership to deliver evidence-based interventions across a group of schools.

The post holder will be responsible for the clinical supervision and caseload management of Trainee and Qualified Education Mental Health Practitioners (EMHP) in the Mental Health Support Teams in Schools (MHSTs). The team is expected to have 4 Trainee Education Mental Health Practitioners, based in either King’s Lynn, Norwich, Lowestoft or Breckland. This is a fast-developing service and it is expected that there will be continued investment in this area over the next five years. There will be a responsibility to continue to supervise and caseload manage the trainees following their successful completion of the EMHP training.

For candidates without existing clinical supervision training or experience we will seek appropriate training in collaboration with Higher Education England and local training providers to enable you to fulfil the role. The supervisor training will focus on the core supervisor curriculum and competencies. The role of the Senior Therapist within MHSTs is pivotal with high-quality supervision of trainee practitioners. This will be key to ensuring the successful delivery and sustainability of the MHSTs.

Becoming an MHSTs supervisor will give you the unique opportunity to join the Psychological Professions Network, which is a membership network for all psychological professionals and stakeholders in NHS commissioned psychological healthcare.

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 have experience of delivering CBT-informed interventions and particularly knowledge of low-intensity models.

**Safer Recruitment**

Application Process / Post Requirement

You must demonstrate that you meet the competencies; experience, knowledge, skills, and qualifications, that are required for this role (see Job Description below).

You must complete and submit an online application form (via the ‘Work with Us’ section of our website) detailing in the personal statement section, how you meet the criteria.

**Rights to Work in the UK** (RTW) (in person or remote)

Recruitment Manager will need to see your original documents of your Rights to Work in the UK.

* + UK Passport / Full UK Birth Certificate / Drivers Licence / Utilities Bill (proof of address)
  + EUSS Permanent Status or Pre-Status Share Code
  + Current EU/EAA/Swiss Citizen Passport
  + EU/EAA/Swiss Citizen Visa
  + Home Office Certificate
* If the interview is held in person, we will verify hard copy documents which you will need to bring with you to the interview.
* If the interview is held remotely, you will need to email copies of your RTW documents to the Recruiting Manager before the interview. At the remote interview [Teams, Skype, Zoom] you will need to have the original hard copy documents available so the relevant checks can be undertaken.

**Safeguarding and DBS Requirements for Your Role**

Ormiston Families is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects all staff and volunteers to share this commitment. DBS checks or police vetting will be required for relevant posts.

***Disclosure and Barring Service (DBS) Checks:***

* As this position meets the definition of regulated activity under the Protection of Freedom Act 2012, appointments to this post will be subject to an enhanced DBS check with barred list check.
* Employment can commence once the check has been satisfactorily completed.
* If you have a conviction on your DBS check, an assessment of the relevance and impact of the conviction in relation to the post will be done to determine if the job offer can be confirmed.
* It is a serious criminal offence to knowingly apply for posts when you have been barred from working with children/young people and/or vulnerable adults.
* Additional questions for roles working with children, young people, or vulnerable adults to be explored at interview.
* As this post involves working either with children and young people or vulnerable adults Warner or Safer care motivational type questions may be asked during the interview process.
* These questions are asked to establish your suitability to work with vulnerable groups by understanding your attitude, behaviour, and responses to situations.
* The questions will relate to your inspiration for working with vulnerable groups, your ability to build relationships and your resilience when working with such groups and may also explore your attitude to the use of authority.
* If you feel you would find these questions about yourself difficult to respond to then you may wish to reflect upon your suitability for the post.

**Disclosure**

* 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 the Human Resources [hr@ormistonfamilies.org.uk](mailto:hr@ormistonfamilies.org.uk)
  + Ormiston Families 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 your 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 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 you from working with Ormiston. This will depend on the nature of the position and the circumstances and background of the offences.

**Qualification**

* Recruitment Manager will need to see your original copies of your qualification either in person or via social media.
* If the interview is held in person, we will verify hard copy documents which you will need to bring with you to the interview.
* If the interview is held via social media, you will need to email copies of your qualification to the recruiting Manager before the interview. At the interview you will need to have the original hard copy documents available so the relevant checks can be undertaken.
* If short-listed and you are required to hold a particular qualification for a post it is your responsibility to provide the relevant certification, to prove you are suitably qualified.
* Failure to produce documentary evidence of qualifications or undertake required courses/training may result in the termination of your employment.
* If a post requires you to take training or additional qualifications then, by accepting this post, you are agreeing to do the training or take the qualifications.

**References**

* If appointed, we will ask you for referee details which cover your past 3 years of employment, one of which must be your current/most recent employer.

**Health Check**

* If appointed and to ensure the post does not have a detrimental effect on your health or your health on your work, you will have to complete a health enquiry form, and may be required to have a medical via Occupational Health.
* This is to confirm that you are able to satisfactorily carry out the post without any impact on your health (taking account of any reasonable adjustments required).
* It will be separated from your application form and will not be seen by anyone involved in recruitment to this job.

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# ***GDPR* / Data Protection:**

* Ormiston Families is required by law to comply with the GDPR 2018 / Data Protection Act 1998.
* Employees have an important role to play in ensuring that personal information is processed lawfully and fairly.
* Personal information is information relating to a living individual who can be identified.
* It is each individual employee’s responsibility to handle all personal information properly no matter how it is collected, recorded and used, whether on paper, in a computer, or on other material.
* Personal information must not be disclosed to others unless authorised to do so.
* All personal /sensitive information will be sent to you via egress or password protected.

**Equal Opportunities:**

* Ormiston Families is an equal opportunities employer.
* We value diversity and welcome applications from all sections of the community.
* We ask you 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.
* The gender identity, disability, marital status, ethnic origin, age, pregnancy status, religion or belief, or sexual orientation of an applicant or employee does not affect the employment opportunities made available, except as permitted by legislation.
* In addition, applicants declaring a disability who meet the minimum (essential) criteria for a vacancy will be invited for interview.
* Ormiston Families seeks to ensure that all employees are selected, trained, and promoted on the basis of ability, the requirements of the post and other similar and objective criteria.

**Any queries, or for an informal discussion with one of the team managers regarding the role, please email:** [**danny.sheehan@ormistonfamilies.org.uk**](mailto:danny.sheehan@ormistonfamilies.org.uk) **or call 0800 977 4077**

**Information about working for Ormiston Families’**

**Senior Therapist – EMHP/CWP**

Duration:

* The post advertised is permanent and full-time.

**Working Arrangements:**

* The normal working week is Monday to Friday and covers 52 weeks per year.
* You will be required to work flexibly to meet the needs of the service including evenings and weekends.

**Location:**

* Your base will be either Breckland, Norwich, Lowestoft or King’s Lynn, with periodic visits to the Hub in Norwich.

**Salary:**

* The scale for this post is Ormiston Families Grade 9, Point 34, £32,001 per annum.
* Salary is paid in 12 equal instalments on the 25th of each month directly into your bank account and covers work carried out in the calendar month.

**Probationary Period:**

* The post is subject to a probationary period of 6 months during which your progress will be monitored in accordance with agreed objectives.

**Travelling Requirements for Your Role**

* Ormiston Families positively encourages the use of technology to communicate and engage but in this role you will need to travel.
* You must either hold a full and current driving licence and have access to personal transport or meet the mobility requirements of the role through other reasonable and suitable means.
* Any mileage undertaken on behalf of Ormiston Families will be paid in accordance with our Expenses Policy and within Her Majesty’s Revenue and Customs guidelines.
* If you require a reasonable adjustment due to a disability to meet the travel requirements of this role, please speak with the contact detailed below.
* If you use your own vehicle for the purposes of work, you must ensure that your insurance policy covers you for this purpose.

Job Description

Job Title: Senior Therapist – EMHP/CWP  
Service: Mental Health Support Teams in Schools  
Location: Breckland, Norwich, Lowestoft or King’s Lynn,

(Please can applicants stipulate in their personal statement which location they are applying for)

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 and be responsible for sustaining engagement along with the Clinical Lead and MHSTS Team Lead
* 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 the EMHPs
* 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.
* 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 Lead 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 Lead 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 carers 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, CBT-informed 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 of 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, 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 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
* Youth Council and other children, young people and parent forums
* Norfolk and Waveney CCG

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.
* You may be required to conduct other tasks based on the business needs.

Person Specification

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| --- | --- |
| Experience: | |
| Essential | Desirable |
| * Minimum 2 years’ experience of managing a clinical caseload | * 2 years’ supervisory experience in a CYP mental health setting post-qualification |
| * Minimum 2-4 years working therapeutically within a CYP Mental Health Setting | * Participation in user involvement in services. |
| * Delivering CBT-informed interventions and in particular, knowledge of low-intensity models | * Delivery of model based psychological therapy. |
| * Working in community with Child and Adolescent Mental Health Services | * Mentoring students in line with professional requirements. |
| * Demonstrates leadership and the ability to delegate and supervise staff | * Experience of delivering and supervising mental health approaches in education settings |
| * Working collaboratively in a multi-disciplinary team including provision of clinical leadership | * Work within Early Intervention and Prevention Services. |
|  | * Delivery of training to a diverse audience. |
|  | * Presenting to large and diverse audiences. |
| Abilities and Knowledge | |
| 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 delivery therapeutic approaches to children/young people with depression, particularly using CBT principles |  |
| * E3: An ability to draw on the knowledge and skills required to delivery therapeutic approaches to children/young people with anxiety. particularly using CBT principles |  |
| * E4: An ability to draw on the knowledge and skills required to develop and implement challenging behaviour interventions |  |
| Qualifications: | |
| Essential | Desirable |
| * A professional mental health qualification and registration including EMHP/CWP 2 years post qualified. | * Recognised qualification in evidenced based therapeutic intervention for children/young people and their families/carers |
| * Training to level 3 in Safeguarding Children and Young People | * Certificate in Supervision - CBT |
| * Supervision qualification, or willingness to complete post Graduate Certificate in Supervision at University of East Anglia as required | * Master level qualification in relevant discipline |
| * Please contact us if your background is not listed here but you feel you have the relevant experience and qualifications for the job | * Post graduate degree qualification/clinical training to at least Certificate level in CBT Therapy |

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.
* Safeguarding and DBS requirements for your role:
* Ormiston Families is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects all staff and volunteers to share this commitment. DBS checks or police vetting will be required for relevant posts.

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.

Benefits & Recognition

All benefits are discretionary, and Ormiston Families reserves the right to change or amend benefits at any given time.

**Cycle to Work:**

* Cycle to Work allows you to order a new bike, equipment or both up to the value of £1,000 which you can pay back through your salary to make tax savings.

**Annual Leave Entitlement:**

* The basic annual leave entitlement is 27 days plus additional leave for employees who have completed 3 years’ service up to a maximum of 30 days as follows:
* Part-time employees receive a pro-rata allowance according to the number of hours they week per week).

**Group Life Assurance:**

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

**Occupational Sick Pay Scheme:**

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

**Pension:**

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

**Sponsorship:**

* Ormiston Families provides sponsorship to employees who have completed their probationary and been in post for at least 12 months to undertake nationally accredited or chartered certification awarded by professional associations.

**Employee Assistance Programme:**

* Ormiston Families provides a comprehensive employee assistance programme which offers free and confidential access to telephone and face to face counselling (up to 6 sessions), financial and legal advice and assistance in finding information about a wide range of subjects from childcare to moving to a new house.

**The Hive:**

* The Hive is a savings platform which can be accessed by employees to make everyday purchases at reduced costs. Employees can save money by purchasing reloadable cards, obtain cashback through online purchases, and make savings in some stores.

**The Well-being Centre:**

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