Mental Health Trainer

## Job details

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| Job title: | Mental Health Trainer |
| Department: | Preventative Services |
| Location: | Yorkshire and surrounding areas |
| Reporting to: | Interventions Service Manager |
| Job purpose: | * The successful candidate will deliver fully structured (3 hours) mental health training to blue light services staff on location at several sites across Yorkshire.
* there may be an opportunity to deliver all other VHG’s existing mental health workshops: these are highly interactive and range from 30 minutes to 2 days. Common topics include stress; anxiety; depression; trauma; resilience; mindfulness; PTSD. Bereavement, Grief and Loss and can be delivered online or on site.
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| Role and Responsibilities: | * Deliver the training to specification, ensuring all content is covered. Demonstrating empathy, understanding, attention to detail, and a commitment to delivering a quality service.
* To maintain professional registration and up to date knowledge of clinical practice.
* To keep up to date with national developments in the fields of Mental Health and wellbeing
* To contribute to the review of existing courses in using course feedback and service need.
* Foster relationships with both internal and with third party organisations, that will support future income generation by delivering high quality and bespoke training courses.
* Complete all requirements relating to data collection within the service, including distribution and collection of evaluation forms
* Keep coherent records of all workshop activity in line with service protocols.

**Equality Diversity & Inclusion (EDI)**We are proud to be an equal opportunities employer and are fully committed to EDI best practice in all we do. We believe it is the responsibility of everyone to ensure their actions support this with all internal and external stakeholders.* Be aware of the impact of your behaviour on others
* Ensure that others are treated with fairness, dignity and respect
* Maintain and develop your knowledge about what EDI is and why it is important
* Be prepared to challenge bias, discrimination and prejudice if possible to do so and raise with your manager and EDI team
* Encourage and support others to feel confident in speaking up if they have been subjected to or witnessed bias, discrimination or prejudice
* Be prepared to speak up for others if you witness bias, discrimination or prejudice
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| Training and supervision: | * Attend clinical/managerial supervision on a regular basis as agreed with the Line Manager.
* Participate in individual performance reviews and annual appraisals, developing and responding to clear professional objectives as agreed with the Line Manager.
* Ensure mandatory training is maintained according to VHG policies and attend relevant conferences/workshops in line with identified professional objectives.
* Keep up-to-date records in relation to CPD.
* Where appropriate ensure that client confidentiality is protected at all times in line with the requirements of GDPR and the Data Protection Act.
* Be conversant and comply with VHG’s Health and Safety Policy and report as necessary any untoward incident or hazardous event utilising the organisations reporting tools.
* Be aware of and adhere to all VHG Policies and Procedures.
* To adhere to VHG’s values and behaviours.
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| Additional information: | A full clean driving licence is **required**. Some travel with occasional overnight stays may be required. |

## Person specification

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|  | **Essential** | **Desirable** |
| **Qualifications** | * Mental Health Professional eg. Registered Mental Health Nurse, CBT (HIT) therapist, Accredited Counsellor or working towards Accreditation with 5 years post qualification experience.
* Training/teaching qualification i.e. Cert-Ed, Level 4 Award in Education & Training, PTTLS, CTTLS, PGCHE

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| **Experience** | * Experience of delivering training/teaching effectively for 2 years or more
* Experience of working in mental health services
* Delivering Remotely via platforms such as MS Teams, etc.
* Delivering Workshops in a Face to Face environment
* Demonstrates high standards in written communication.
 | * Delivering to Corporate Customers with workshops of up to 50 attendees
* Experience of working in Primary Care / IAPT services.
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| **Other** |  | * Ability to attend training remotely as required.
* Ability to work from home when required (minimum 5mb download speed required).
* Deliver Workshops in a Face to Face environment (subject Customer need and latest Government Guidance)
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| **Skills/knowledge** | * Highly competent at creating professional PowerPoint presentations
* IT literate – intermediate level minimum.
* Proficient in the use of PowerPoint, Excel and Word
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| **Specialist training** | * Demonstrates an understanding of common and more serious Mental Health Conditions including anxiety, depression, and PTSD and how it may present in a work setting.
* Knowledge of psychological, social and biological models of mental health conditions
* Demonstrates a knowledge of the issues surrounding work and the impact it can have on mental health/ benefits and employment systems.
* Demonstrates an understanding for the need to use evidence based psychological therapies and how it relates to this post.
 | * Track record of creating and developing workshops in the area of Mental Health.
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| **Personal competencies and qualities** | * Interpersonal skills to engage and develop working alliances with customers and employees.
* Excellent communication skills - written, verbal and non-verbal, and listening skills.
* Evidence of an openness to learning new knowledge and skills.
* High level of enthusiasm and motivation
* Ability to work under pressure
* Excellent time management skills
* Emotionally sensitive and empathetic to customer attending VHG workshops.
* Ability to research and update accurate information.
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# Version Control

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| Owner: | Human Resources | Review: | Annually | Classification: | 1 (Proprietary) |
| Author: | Human Resources | Version: | V1.1 | Status: | PUBLISHED |
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| Version: | Date: | Summary of Changes |
| V1.1 | 03.12.19 | Document copied onto authorised VHG branded Policy Template (original had no coding) |
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