**Our purpose: ‘Making People Better’**

**Job details**

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| **Job title** | Step 3 Team Leader |
| **Department** | NHS Mental Health Services |
| **Location** | Leicester, Leicestershire and Rutland |
| **Reporting to (job title only)** | Service Manager |
| **Direct reports (job title only)** | High Intensity Therapists |
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| **Job purpose** | To be part of an IAPT Service providing stepped care treatment and deliver high intensity therapy.  Lead, manage and supervise a team of High Intensity Therapists to deliver evidence-based services |
| **Role and Responsibilities** | * Provide NICE recommended treatment to a caseload of clients with mild to moderate common mental health disorders. * Attend regular supervision and line management * Demonstrate the full range of competencies as laid out in the competence framework for CB (Roth and Pilling 2007). * Adhere to an agreed activity contract relating to the number of client contacts offered, and clinical sessions carried out per week in order to minimise waiting times and ensure treatment delivery remains accessible and convenient. * Complete all requirements relating to data collection within the service. * Keep coherent records of all clinical activity in line with service protocols. * Liaise with other health professionals as necessary * Provide monthly line management for a team of high intensity therapists making sure that they are able to cover all aspects of their job including agreeing and meeting expectations for clinical activity, keeping up to date with mandatory training and CPD, enabling personal development. * Ensure all staff members have transparency on their performance against clinical and operational standards/measures * Communicate service developments and requirements to line managers * Carry out clinical audits of service performance, including service user surveys and evaluations, and help to collate and disseminate the results for feedback. * Run team meetings on a regular basis. * Attend and feed back to regular team leader meetings * Report on performance of team as a whole * Ensure all areas of poor performance within team are reported to service lead * Contribute to the teaching and training of mental health professionals and other staff working in the service. * Participate in service improvement by highlighting issues and, in conjunction with service lead and as approved by Clinical Governance Team, implement changes in practice. * Provide an advisory service related to the practice and delivery of psychological therapy to individuals/groups and other bodies across the organisation and contract area * Promote and maintain links with Primary and Secondary Care Staff to deliver an effective service.   **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 * Any other reasonable duties as required. |

**Person specification:**

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|  | **Essential** | **Desirable** |
| **Qualifications** | * IAPT Recognised Qualification (BABCP , BACP, IPT, DIT or CFD accredited) | * IAPT High Worker/Supervisor Training, preferably in modality. * HCPC registered |
| **Experience** | * Experience of risk-management (e.g. suicidal users and users which self-harm) * Undertaking Clinical Audit, including action planning * Experience of supervising other High Intensity Therapists | * Use of Iaptus system |
| **Skills** | * Collegiate working for the benefit of Service Users * Networking and engaging with external stakeholders * Good IT skills | * Supervising a team to deliver evidence-based interventions |
| **Knowledge** | * Knowledge of Evidence based CBT interventions & IAPT National Standards * Confidence with outcome measures and their use for clinical and audit purposes. | * Working with diverse user group |
| **Personal competencies and qualities** | * Team player * Challenges the status quo * Able to manage performance * Motivational * Model behaviours in line with organisational values * Patience and resilience * Adaptive to change * Commitment to improving and striving for clinical excellence and customer service * Good judgement and decision-making skills |  |