



West Yorkshire and Harrogate
Health and Care Partnership



Leeds Mind Recruitment

Information Sheet- Key Terms and Conditions of Employment

Service: West Yorkshire & Harrogate ICS Suicide Postvention Service

Post: ICS Postvention Senior Practitioner

Hours: Part Time 30 hours/week

Salary Scale: NJC Scale SO1 Points 23-25

Salary: £26,999-£28,785 (Pro-rata)

Contract: One year fixed term. Further extension possible subject to funding.

Location: Across West Yorkshire & Harrogate region. Base to be confirmed.

Responsible to: Postvention Services Team Leader

Responsible for: X 2 Postvention Practitioners

Annual leave: 28 days + 8 Statutory Holidays, increasing to 31 days after 3 years' service (holiday will be pro rata if part time hours)

Pension: 3% employer contribution, 5% employee contribution, enhanced by salary exchange.

Probationary Period: 6 months for all posts

Job Description

West Yorkshire & Harrogate ICS Postvention Senior Practitioner

Introduction

West Yorkshire & Harrogate (WY&H) Integrated Care System (ICS) have commissioned the expansion of a suicide postvention service. Leeds Mind has been commissioned to deliver this service based on the existing Leeds Suicide Bereavement Service model, which has been operating in Leeds since 2015.

Leeds Mind is a progressive mental health organisation that supports people experiencing mental health difficulties to flourish. We are committed to developing services that are sensitive to individual need and of measurable benefit to users. With the funding provided by WY&H ICS we have the opportunity to work in partnership to co-deliver the service across the wider region.

WY&H ICS Postvention service will cover Bradford, Airedale, Wharfedale and Craven, Calderdale, Harrogate and Rural District, Kirklees, Leeds, and Wakefield.

Purpose of the role

West Yorkshire & Harrogate Integrated Care System (WY&H ICS) funding is to develop and deliver a 'Postvention' service to support people bereaved by suicide. The project will support people in the immediate aftermath of a suicide. Postvention is an internationally evidenced way of reducing risk of suicide in people who have been bereaved in this manner. Interventions offered within this service include peer led support for individuals, within groups and for families with children, and memorial events.

The post holder will be employed by Leeds Mind and play a lead role in the management and delivery of the ICS Postvention Service. This includes line management of two remote working Postvention Practitioners, based at locations in the WY&H region.

The post holder will take a lead role in the development and delivery of the service focussing on outreach and promotion across West Yorkshire and Harrogate.

This role also includes the delivery of front-line support work and caseload management.

Main tasks and responsibilities:

Leadership and management

1. Line Management of two ICS Postvention Practitioners
2. Conduct regular one to ones and performance management reviews with staff against agreed objectives and identify training needs to ensure all staff are enabled and supported to deliver high quality suicide postvention
3. Work closely with the Team Leader to provide leadership and direction for the service

4. Allocate, monitor and review caseloads at weekly team meetings
5. Monitor service performance with the Team Leader and produce high quality performance reports as required
6. Ensure volunteers are supported and working safely and effectively
7. Contribute to, attend and share co-ordination of team and other relevant meetings
8. To share attendance to Suicide Prevention Strategy Groups and report on the work as requested.
9. Ensure safeguarding, incidents and complaints procedures are correctly followed.

Outreach, Development and Promotion

1. Work with the Team Leader to coordinate the development and delivery of the service to ensure its successful delivery.
2. Develop an outreach plan and undertake systematic outreach across West Yorkshire and Harrogate to promote this service
3. Attend national conferences, steering group meetings and networking events as requested.
4. Develop publicity and promotion materials as needed.
5. Work closely with the Team Leader to ensure a high quality and safe service is continually developed and maintained.
6. To monitor and update social media, website and blog presence
7. Promote the service to key stakeholders across the region

Service Delivery

1. Undertake assessment of need with people who have referred into the service
2. Deliver appropriate support interventions to caseload of users accessing the service including 1.1, group and family support
3. Work collaboratively with other agencies to provide support to users of the service
4. To liaise with other organisations on behalf of the people you are supporting – (e.g. the coroner, police, housing provider, employer, benefits agency).
5. To make referrals or signpost to other services on behalf of people you are supporting
6. To facilitate a range of peer support groups
7. Travel across the region to deliver a high quality Postvention support service

Organisation

1. Participate in 1:1s, performance and development, including Leeds Mind compulsory training programme
2. Undertake any staff development and training which is required, to enable the job to be performed in the best possible way
3. Attend and participate in service/team meetings
4. Work within the framework of Leeds Mind's policies and procedures
5. Promote the values, behaviours and ethos of Leeds Mind and West Yorkshire & Harrogate ICS
6. Promote the possibilities for empowerment of service users

7. Demonstrate a commitment to personal development
8. Be involved with wider organisation activities
9. Undertake any other reasonable duties as and when required

This job description cannot cover every issue or task that may arise within the post at various times and the post-holder will be expected to carry out other duties from time to time which are broadly consistent with those in this document. This job description does not form part of the contract of employment

It is Leeds Mind policy to make reasonable adjustments to enable workers with a disability/ disability to undertake the above, including the interview process.

July 2019

ICS Senior Postvention Practitioner

Person Specification

	Essential	Desirable	Shown by
Qualifications	<ul style="list-style-type: none"> • A Mental health related qualification or equivalent experience 		Application form
Experience	<ul style="list-style-type: none"> • Experience of supporting people who have experienced trauma • Personal experience of being affected by a suicide three or more years ago • Line managing staff and/or volunteers who have lived experience. • Monitoring, analysing, evaluating and reporting project management • Information • Working positively with, and supporting, people from diverse backgrounds 	<ul style="list-style-type: none"> • Promotion of services, including use of social media and websites • Supporting people by advocating for their needs 	Application form and interview
Skills & Abilities	<ul style="list-style-type: none"> • Car Driver with access to a vehicle and the means to travel across the region to deliver the service • Excellent organisational, time management and administration skills • Able to use a wide range of IT skills effectively • Able to work effectively with people who have experienced traumatic grief • Able to work calmly with people who have suicidal thoughts and feelings and to sensitively assess risk • Able to provide person centred one to one support to people in acute distress • Able to identify, recruit, train and support volunteer facilitators • Able to reflect on your own attitudes towards mental health and your 		Application form and interview

	<p>own practice</p> <ul style="list-style-type: none"> • Able to mediate and negotiate both internally and externally. • The ability to facilitate and deliver peer support groups 		
Knowledge of:	<ul style="list-style-type: none"> • The impact of being bereaved by suicide • Theories of grief • The principles, philosophy and practical applications of the Peer Support and the Person Centred Approach • Knowledge and awareness of your own support needs • Safe systems of work • Safeguarding Vulnerable Adults and Children practice 		Application form and interview
Attitude and Personal Attributes	<ul style="list-style-type: none"> • Understanding of and commitment to the values and work of Leeds Mind and West Yorkshire & Harrogate ICS • Commitment to continuous improvement 		Application form and interview