



**job application
pack**

stronger · healthier · more active communities

VISION

Our vision is clear and ambitious:
Stronger, Healthier, More Active
Communities

MISSION

To work with Fleetwood Town Football Club
and our key partners to inspire, empower,
and help individuals and communities to
improve their physical health and
mental wellbeing

VALUES

- Trust- We will always be open , honest, transparent and reliable.
- Commitment- We are steadfast in our dedication to our community, partners, and participants.
- Inclusivity- We will always strive to provide a platform of opportunity for all.
- Teamwork- We will always support each other, and foster lasting two-way relationships.
- Inspiration- We will provide leadership, hope and opportunity through innovation.

Job Vacancy

Mental Health Transformation Officer

Job Title: Mental Health Transformation Officer

Location: Poolfoot Farm Sports Complex, Butts Road, Thornton Cleveleys, FY5 4HX

Salary: £22,500 – 25,000 per annum + benefits

Employment Type: Full Time - 37 hours

Fixed-term contract until 31st March 2024

28 days holiday (including bank holidays)

Overview: Fleetwood Town Community Trust is an award-winning, independent, and registered charity working in partnership with Fleetwood Town Football Club. Our mission is to enrich the lives of children and young people through sport, physical activity, health, and educational programmes. As the Trust continues to develop, we wish to appoint a dynamic and enthusiastic individual Mental Health Transformation Officer (MHTO) to develop an innovative programme that will support Year 6 children through their transition from primary to secondary school.

A relevant qualification in psychology or health and social care subjects and experience in providing one-to-one mental health support to young people and families is essential to the post.

If you are enthusiastic, ambitious, hard-working, reliable, and want to join our community team, then please email

community@fleetwoodtownfc.com for our application form.

Please note, we do not accept CV's as part of our recruitment.

Closing date: 12th May 2022 at 12.00 pm.

Interviews to be conducted week commencing Monday 16th May.



Key Responsibilities:

- Assess and support students in assigned secondary school who are experiencing common mental health difficulties such as mild to moderate symptoms of depression, anxiety and low mood.
- Work collaboratively with student support services/Pastoral team within the secondary school.
- Make accurate assessments of the risk students poses to themselves and others using NICE Guidance.
- Offer a range of low-intensity, cognitive behavioural therapy (CBT)-based interventions that will help students to manage their own recovery.
- Manage referrals and signposting to other agencies.
- Devise a shared treatment plan with students that will be delivered via a range of methods including group and one-to-one support.
- Attend multidisciplinary meetings about referrals or students receiving or requesting treatment.
- Develop strong professional relationships with schools and primary and secondary care staff, such as general practice staff and mental health workers.
- Liaise with external agencies including police, local authority, employers, and employment support workers.
- Provide and receive information related to mental health and CBT to individuals or groups of students, relatives, carers, members of the public and professionals.
- Deliver whole –year workshops to increase awareness of mental health triggers and conditions
- Educate and involve family members and others in your student’s treatment as necessary.
- Keep accurate records uploading to VIEWS software system.

Key Responsibilities (continued):

- Provide Feedback to project evaluation partners.
- Guarantee student confidentiality is protected at all times in line with school policies and procedures.
- Ensure the maintenance of standards of practice according to the employer and any regulating bodies and keep up to date on new recommendations/guidelines set out by the department of health (e.g. NHS plan, National Service Framework, National Institute for Clinical Excellence, BACP).
- Attend relevant conferences/workshops in line with identified professional objectives.
- Making sure CCO commitment to safeguarding is added to visions and values section and also on the application form
- Undertake any other duties appropriate to this role.
- Comply with all charity policies.
- Promote the Fleetwood Town Community Trust brand and ethos in a professional, strong and positive manner.
- Work alongside other team members to support in other areas of the organisation as and when required to promote best practice.
- A commitment to equality and diversity in the workplace and a willingness to undertake all relevant equality and diversity training.

Skills and Qualifications Required:

Essential:

- Relevant qualification in psychology or health and social care subjects.
- Ability to develop good therapeutic relationships with students.
- Experience in providing one-to-one mental health support to young people and families.
- Time management skills to be able to plan and regulate workload including the ability to prioritise demands and thrive under pressure.
- Experience of partnership working in a multi-agency setting
- Access to transport for work purposes and to travel to locations throughout the local area.
- Worked in a service where agreed targets are in place demonstrating clinical outcome
- Ability to use clinical supervision and personal development positively and effectively
- Experience and ability to meet programme Key Performance Indicators (KPI)
- Experience and ability to collate key programme data and evidence
- Excellent verbal and written communication skills
- Knowledge and understanding of safeguarding children and vulnerable adults
- Knowledge of appropriate childcare legislative framework (vulnerable adults and children).
- Excellent communication skills, both written and verbal.
- Full, valid UK driving licence and access to a suitable vehicle.

Skills and Qualifications Required (continued):

Desirable:

- Youth Mental Health First Aid.
- Experience of delivering a range of low intensity, cognitive behavioural therapy (CBT)-based interventions suitable for young people.
- Experience and ability to coordinate and develop programmes.
- Experience and ability to write programme reports
- Training in other psychological therapies.
- Awareness of equal opportunities issues.
- Ability to work within a team and foster good working relationships.
- Experience of working in Primary Care Services.
- Membership of Professional Bodies i.e. HCPC, BACP AND BPS

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Fleetwood Town Community Trust is committed to safeguarding children and young people and is an equal opportunities employer that welcomes applications from all sections of the community. Successful applicants will be subject to an Enhanced Criminal Record Check (DBS).

Please note only candidates selected for interview will be notified



General Responsibilities:

Health and Safety

To take reasonable care for the health and safety of oneself, other employees and members of the public who may be affected by your acts or omissions at work

To comply with all aspects of the Fleetwood Town FC Health and Safety Policy and Arrangements, to enable the company to perform its civil and statutory obligations in relation to Health and Safety

Customer Service

Identify and meet the needs of colleagues and our customers, focusing on initiating and welcoming contact and communications whilst striving to deliver first class customer service

Recognise potential complaint situations and make effective steps to avoid and/or resolve these situations

Self-Development

To take responsibility for your own development and to help realise your own potential by undertaking any necessary internal or external training sessions in accordance with the Company's Performance and Development Review Policy

Teamwork

Ensure effective communication within your work team and across the Company whilst actively offering support and guidance as necessary



General Responsibilities (continued):

Equal Opportunities and Harassment

To cooperate with measures introduced to ensure there is equality of opportunity in employment.

To ensure understanding, awareness and compliance with the Company's Equal Opportunities Policies

To ensure that the working environment is free of sexual and racial harassment and intimidation and any other form of harassment constituting unacceptable behaviour which is personally offensive

This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation.

All employees may be required to undertake any other duties as may be reasonably requested.

This job description may be subject to revision following discussion with the person appointed and forms part of the contract of employment.



STRONGER, HEALTHIER, MORE ACTIVE COMMUNITIES

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