

Academies Enterprise Trust

Job Description

Job Title: Educational Mental Health Practitioner

Location: Unity City Academy

Hours of work: hours per week

Reports to: UCA MATS (Mental Health and Therapy Service) Manager

Purpose of the Role:

The post holder will be part of the school community assisting in addressing and identifying a range of mental health issues across the spectrum of needs, working under the supervision of a psychotherapist and clinical supervisor to facilitate, enable, and support young people suffering or enduring mental health problems. The post holder will provide both clinical and administrative support following agreed protocols to assist in the implementation and progress of therapeutic programs in one-to-one and group settings.

Specific Responsibilities (To be updated annually or when appropriate)

To work under the direct instruction of the UCA MATS Manager.

Your aim is to give early support for emerging mental health needs, possibly to those who may not already receive, or be eligible for, a specialist mental health service. You'll offer low-intensity interventions, such as Dialectical Behavioural Therapy (DBT) skills and guided self-help, to children and young people with mild to moderate mental health difficulties, such as depression, anxiety and behavioural difficulties.

Provide general support to the school as directed by teaching/senior staff in the management of pupils, learning opportunities and school environment.

Main Duties:

- To encourage and enable young people to be fully involved in their mental health development and education.
- To provide psychological care to young people
- To carry out duties as designated by the team leader.
- To provide empathy, authenticity and support to the young person
- To accurately record service user information.
- To build and maintain successful relationships with students, treat them consistently, with respect and consideration.
- To liaise, support and review with relatives/carers/parents
- To monitor the progress and needs of young people

- To assist the interdisciplinary team in maintaining an efficient working environment..
- To be able to liaise with external stakeholders as and when required.

General Responsibilities

1. Client intervention and Assessment
2. Identification of challenging areas
3. Risk Assessments
4. Ability to recognise limits and abilities, signposting to relevant external agencies
5. Establishing relationships that young people perceive to be positive, warm, and rewarding.
6. Providing assistance and support on a 1:1 basis to enable young people to address past and present difficulties.
7. Keeping accurate records and providing written reports on young people for planning meetings, reviews or any other meetings as directed by the line manager.
8. Empowering young people and facilitating their active involvement in the decision-making about their lives and future.
9. Acting as an advocate at meetings where the young person is the subject of discussion.
10. Maintaining confidentiality whilst also meeting the Sharing Information protocols in regard to safeguarding.
11. Being aware of the aims and objectives of the service and working collaboratively with colleagues to achieve them.
12. Attending team/ staff meetings and making a positive contribution to them.
13. Actively contributing to the development of the team.
14. Receiving and storing information to improve communication.
15. Being willing to give and receive feedback on performance with colleagues and managers.
16. To be an ambassador for the Academy
17. To model the core values of the Academy in your professional life and to promote and develop the Academy's vision, ethos, aims and objectives
18. To establish a culture that promotes excellence, equality, and high expectations for all students
19. To contribute positively to discussions leading to the development of effective policies, practices and structures
20. To respond professionally to unplanned situations, crises, and emergencies whenever they arise to ensure the safety and efficiency of staff and students of the Academy and to maintain good discipline
21. To attend meetings with direct line manager and also with external agencies and organisations.
22. To foster and support extra-curricular activities in the interest of the Academy community e.g. Academy productions, concerts, sports activities, trips, and excursions
23. To carry out timely and effective performance management of any staff assigned to you in accordance with Academy policy and good practice in performance management
24. To take on additional responsibilities as directed by the Principal and or SLT link



Variation in Role

The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.

The duties may be varied to meet the changing demands of the Academy at the reasonable discretion of the Principal.

This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.

Special Conditions of Employment:

Equality and Diversity

The Academy is committed to equality and diversity for all members of society. The Academy will take action to discharge this responsibility, but many of the actions will rely on individual staff members at Unity City Academy embracing their responsibilities with commitment, and ensuring a positive and collaborative approach to Equality and Diversity. This will require staff to support the Academy's initiatives on Equality and Diversity which will include embracing development and training designed to enhance practices and the experiences of staff, students and visitors to the Academy, with an all-inclusive approach that celebrates differences. Failure to embrace these commitments may lead to formal action.

Rehabilitation of Offenders Act 1974

This job is exempt from the provisions of the Rehabilitation of Offenders Act 1974. Appointment to this job is subject to an enhanced CRB disclosure being obtained, and any relevant convictions cautions and reprimands being considered. Any convictions cautions or reprimands of relevance, obtained by the jobholder after enhanced CRB clearance has been acquired, must be disclosed to the Principal by the jobholder. Failure by the jobholder to do so, or the obtaining by the jobholder of a relevant conviction caution or reprimand, may be managed in accordance with the Academy's Disciplinary Procedure.

Health and Safety

The jobholder is required to exercise their duty of care by taking responsibility for their own health and safety, and the health and safety of other people who may be affected by their acts or omissions (failure to act). Full guidance regarding health and safety is set out in the



Academy's Health and Safety Policy, and in any risk assessments relevant to the jobholder's role or circumstances. Both can be accessed via the jobholder's line manager and must be observed.

Confidentiality and Data Protection

The jobholder is expected to comply with the provisions of the Data Protection Act 1998. Any information they have access to, or are responsible for, must be managed appropriately and any requirements for confidentiality and security observed. Information must not be disclosed to any person or Authority, for example a parent or the Police, without observing the correct procedure for disclosure as set out in the Academy's Data Protection Policy.

Training and Development

Unity City Academy has a shared responsibility with the jobholder for identifying and satisfying training and development needs. The jobholder is expected to actively contribute to their own continuous professional development, and to attend and participate in any training or development activities required to assist them in undertaking their role and meeting their safeguarding and general obligations.

Mobility

The jobholder may be required to transfer to any job appropriate to their grade at such a place as in the service of the Academy they may be required, in accordance with legitimate operational requirements and / or facilitating the avoidance of staffing reductions.

This job description reflects the major tasks to be carried out by the jobholder and identifies the level of responsibility at which the jobholder will be required to work, as at the date on which the last review took place.

This job description may subject to review and/ or amendment at any time to reflect the requirements of the job. Any amendments will be made in consultation with any existing jobholder, and will be commensurate with the grade for the job. The jobholder is expected to comply with any reasonable management requests.

Any Special Conditions of Service:

There is a requirement to submit to an enhanced DBS background check. Term time working. There may be a need to occasionally work outside of school hours and off school premises, as required by the school. No smoking policy.

Our values:

The post holder will be expected to operate in line with our values which are:

- Be unusually brave
- Discover what's possible

- Push the limits
- Be big hearted

Other clauses:

1. The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment/.
2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
3. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the Principal/Group/Chief Executive
6. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
7. Postholder may deal with sensitive material and should maintain confidentiality in all academy related matters.

Safeguarding

Academies Enterprise Trust and all of our academies are committed to ensuring the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment. We adopt a robust, fair and consistent recruitment process which is inline with Keeping Children Safe in Education guidance. This includes online checks for shortlisted candidates. All offers of employment are subject to an Enhanced DBS check, references, and where applicable, a prohibition from teaching check.

Equality, Equity, Diversity and Inclusion

At AET, we want all of our employees to feel included bringing their passion, creativity and individuality to work. We value all cultures, backgrounds and experiences, and we truly believe that diversity drives innovation. Join our family and help us inspire every child to choose a remarkable life.



Person Specification

Job Title: Educational Mental Health Practitioner

General heading	Detail	Essential requirements:	Desirable requirements:
Qualifications	Qualifications required for the role	<ul style="list-style-type: none"> ● Level 4 or above Mental Health Qualification ● Evidence of caseload management 	<ul style="list-style-type: none"> ● CBT, DBT, IAPT or Counselling Qualification
Knowledge/Experience	Specific knowledge/ experience required for the role	<ul style="list-style-type: none"> ● Experience of working with mental health and complex cases ● Experience of or an understanding about young people who present with social and emotional difficulties ● Experience of working with young people with dyslexia or a knowledge of dyslexia 	<ul style="list-style-type: none"> ● Appropriate knowledge of first aid ● To be aware of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection.
Skills	Line management responsibilities (No.)	<ul style="list-style-type: none"> ● High level of numeracy/literacy skills ● Use technology – computer, email, video, photocopier ● Ability to relate well to children and adults ● Ability to work constructively as part of a team 	<ul style="list-style-type: none"> ● GCSE Maths and/or English grades A-C ● Bi/multilingual
Personal Characteristics	Values	<ul style="list-style-type: none"> ● Ability to demonstrate, understand and apply our values <ul style="list-style-type: none"> ○ Be unusually brave ○ Discover what's possible ○ Push the limits ○ Be big hearted 	
Special Requirements		<ul style="list-style-type: none"> ● Successful candidate will be subject to an enhanced Disclosure 	<ul style="list-style-type: none"> ●



		<p>and Barring Service Check</p> <ul style="list-style-type: none">• Right to work in the UK• Evidence of a commitment to promoting the welfare and safeguarding of children and young people	
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