



Mental Health Specialist

Reference: R220640

Grade: 8

Salary: £35,333 to £42,155, per annum, depending on experience

Contract Type: Permanent

Basis: Full Time

Job description

Job Purpose:

To deliver appropriate mental health support to students experiencing mental health difficulties in transition to and whilst at University to enable them to engage successfully with their studies.

Main duties and responsibilities

- ▶ Manage a case load of students with ongoing mental health difficulties
- ▶ Provide psychological support on a one to one basis, including devising strategies for students who are struggling to attend and engage.
- ▶ Offer guidance and advice to staff and student mentors working with students with mental health difficulties
- ▶ Be the first point of contact for staff with students experiencing acute mental health episodes, for example delusional behaviour, suicide ideation, psychosis.
- ▶ Respond to and coordinate crisis situations involving students in difficulty and assess the risk to themselves or others.
- ▶ Establish and develop links with a wide range of external agencies to enhance collaborative working and referral between all available support mechanisms.
- ▶ Compile and disseminate appropriate support recommendations to teaching teams, support staff, and the exams team.
- ▶ Promptly record and maintain accurate student case notes and other database or systems as appropriate.
- ▶ Monitor the progress of current students who declare a mental health difficulty, following up on sign of disengagement or increasing vulnerability.
- ▶ Advise student clients on applying appropriate funding, such as Disabled Students' Allowances.
- ▶ Offer relevant advice to prospective students who declare a mental health condition
- ▶ Design and facilitate mental health training and awareness sessions for staff
- ▶ Design and facilitate mental wellbeing workshops for students
- ▶ Develop and update promotional / advice literature regarding mental health and wellbeing, including information for web pages
- ▶ Contribute to University policies and guidance documents on mental health and related issues.
- ▶ Attend open days when required (occasional)

Additional responsibilities

- ▶ Engage in continuous personal and professional development in line with the demands of the role, including undertaking relevant training and development activities to develop themselves and support the development of others.
- ▶ Ensure and promote the personal health, safety and wellbeing of staff and students.
- ▶ Carry out duties in a way which promotes fairness in all matters and which engenders trust.
- ▶ Promote equality of opportunity and support diversity and inclusion as well as working to support the University's environmental sustainability agenda and practices.

Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the exigencies of service. Job roles may also naturally develop over time and ongoing substantial changes to a role will be discussed between line managers and their staff, with job descriptions updated as and when appropriate.

Reporting to

Head of Mental Health & Wellbeing

Responsible for

- ▶ 1 x Mental Health & Wellbeing Practitioner

Person specification

	Essential	Method of assessment
Education and qualifications	<p>Professionally qualified Registered Mental Health Nurse, Mental Health Social Worker or equivalent</p> <p>Current registration with relevant professional body</p>	Application form
Experience	<p>Proven background of working in a clinical capacity within a mental health setting for at least two years since gaining professional registration.</p> <p>Significant experience of working with young adults from diverse backgrounds with complex and varied mental health needs</p> <p>Experience of delivering mental health training and awareness workshops</p> <p>Ability to manage and prioritise a busy workload, keeping good quality records</p>	Application form and interview
Aptitude and skills	<p>Excellent verbal and written communication skills when dealing with a range of people.</p> <p>Ability to deal with challenging situations of a sensitive nature.</p> <p>Working knowledge of local mental health service provision</p> <p>Ability to deal appropriately with confidential information and adhere to GDPR requirements</p> <p>IT skills, particularly in the use of Microsoft Office packages and email.</p>	Application form and interview

	Essential	Method of assessment
	<p>Ability to work as part of a team and contribute to outstanding team performance.</p> <p>Good networking skills</p> <p>Accurate and timely record keeping</p>	

	Desirable	Method of assessment
Education and qualifications	Certificate or above in counselling or psychotherapy e.g. CBT / DBT / Solution Focused Approach	Application form
Experience	<p>Experience of working in a Further or Higher education setting</p> <p>Experience of providing on-line or telephone mental health support</p>	Application form and interview

Contact information

Enquiries about the vacancy:

Name: Ravteg Dhesi

Job Title: Director Of Student Welfare

Email: r.dhesi2@aston.ac.uk

Enquiries about the application process, shortlisting or interviews:

Recruitment Team via jobs@aston.ac.uk or 0121 204 4500.

Additional information

Visit our website <https://www2.aston.ac.uk/staff-public/hr> for full details of our salary scales and benefits Aston University staff enjoy

Salary scales: <https://www2.aston.ac.uk/staff-public/hr/payroll-and-pensions/salary-scales/index>

Benefits: <https://www2.aston.ac.uk/staff-public/hr/Benefits-and-Rewards/index>

Working in Birmingham: <https://www2.aston.ac.uk/birmingham>

Employment of Ex-Offenders: Under the Rehabilitation of Offenders Act 1974, a person with a criminal record is not required to disclose any spent convictions unless the positions they applying for is listed an exception under the act.

Eligibility to work in the UK:

Post-Brexit transition period / EU Settlement Scheme

The post-Brexit transition period ended on 31 December 2020. If you are an EU/EEA citizen and you were a resident in the UK before 31 December 2020, you and your family members (including non-EU citizens need to apply to the EU Settlement Scheme to continue to live, work and study in the UK beyond 30 June 2021. The deadline for applying to the EU settlement scheme is 30 June 2021. You can apply via the Government webpage <https://www.gov.uk/settled-status-eu-citizens-families>
Irish Nationals do not need to apply for settlement as they retain the right to work in the UK.

New immigration system for EU/EEA and Swiss Nationals who were not resident in the UK before 31 December 2020

A new immigration system has been introduced for people arriving in the UK from EEA countries with effect from 1 January 2021. In addition to those who have always required a visa, EU citizens moving to the UK to work will need to get a visa in advance. You can find more information on the following website. Candidates should check their eligibility to enter or remain in the UK in advance of making any job application via the UKVI website <https://www.gov.uk/browse/visas-immigration/work-visas>. Before applying you should ensure that you meet the requirements, including meeting the English Language requirements. If you do not meet the eligibility criteria, any application for a work visa would be unsuccessful.

If you require a visa to work in the UK the most common types of visa are:

Skilled Worker Visa

<https://www.gov.uk/skilled-worker-visa>

Global Talent Visa

If you are a leader or potential leader in one of the following fields you may be eligible to apply for a Global Talent Visa:

- Academia or Research
- Arts and Culture
- Digital Technology

Please click the following link for further information and to check your eligibility for this visa.

<https://www.gov.uk/global-talent>

Equal Opportunities: Aston University promotes equality and diversity in all aspects of its work. We aim to ensure, through our admissions policies for students, and our staff recruitment and selection processes that we encourage applications from all groups represented in the wider community at a local, national and international level.

The University will endeavour not to discriminate unfairly or illegally, directly or indirectly, against student or potential students, staff or potential staff. This commitment applies to all functions of the University and to any stage of an individual's career.

An Equal Opportunities Monitoring Form is included within the application form. Data you provide on the Equal Opportunities Monitoring Form will be included in a general database, for statistical monitoring purposes, enabling the University to monitor the effectiveness of its Policy, Codes of Practice and Guidelines on Equal Opportunities in Employment. Individuals will not be identified by name.

Data Protection: Your personal data will be processed in compliance with the Data Protection Act 2018 and the General Data Protection Regulation ((EU) 2016/679) ("GDPR"). The University's Data Protection Policy and Privacy Notices, including the Job Applicant Privacy Notice can be found at <https://www2.aston.ac.uk/data-protection>. Your application will only be used to inform the selection process, unless you are successful, in which case it will form the basis of your personal record with the University which will be stored in manual and/or electronic files. Information in statistical form on present and former employees is given to appropriate outside bodies.

Full details of our terms and conditions of service and associated policies and procedures are available online at <https://www2.aston.ac.uk/staff-public/hr/policies>

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