

---

<b>Purpose:</b>	<p>To build trusting relationships with patients in mental health settings and to use your own knowledge of recovery to actively promote service user engagement using recovery based community resources such as Wellbeing Centres.</p> <p>Support people with mental health problems in their recovery journey to achieve goal driven plans using your own experience of managing your mental health problems and recovery, providing hope and acting as a role model.</p> <p>Applying graded techniques for those patients needing support in returning to the community. Supporting service users with welfare benefits. Working with those service users in their own homes that require additional support with the ultimate goal to support service users into independent living.</p>
<b>Reports To:</b>	<b>Community Peer Recovery Team Leader</b>
<b>Direct Reports:</b>	<b>None</b>
<b>Key Relationships:</b>	<b>Community mental health teams, community resources, housing providers, debt advice providers, service users, other stakeholders.</b>
<b>Location:</b>	<b>St Mary's Community Health Campus, Portsmouth</b>
<b>Hours:</b>	<b>37 Hours Per Week (includes some evenings/weekends/bank hols on rota basis)</b>
<b>Salary Range:</b>	<b>£19,880 To £21,409 Per Annum</b>

---

### **Main Responsibilities**

#### **Delivery of the Portsmouth Support and Recovery (PSR) Community Peer Recovery Team (CPRT)**

- Build trusting relationships with allocated service users.
- Build relationships with care coordinators and other lead clinicians.
- Work with service users on their recovery focussed Support Plans.
- Work with service users to implement and review their Support Plans.
- Empower service users to own and control their own recovery journey.
- Support service users to access community-based resources such as Positive Minds, Solent Recovery College, advice services, social activities etc.
- Support service users to navigate into specialised employment services, housing and benefit support services etc.

- Support service users with practical issues such as attending benefits tribunals, letter writing, ensuring access to benefits is maximised etc. These are some examples and are not exhaustive.
- Support service users to maintain independent living arrangements.
- Support service users in their own homes.
- Support service users via online platforms (eg Zoom).
- Ensure support offered is highly professional, appropriate and at all times empowering and enabling.
- Share personal recovery experiences through telling your own story appropriately, enabling service users to share theirs. This is a two way process that allows both you and the service user to learn from each other in line with their own recovery journey.
- Assist people in setting realistic and positive goals and support people to review their progress.
- Provide practical support to service users in gaining choice, meaning and purpose of life and independence whilst maintaining dignity and respect.
- Empower service users to attain greater independence and self-esteem, through the provision of emotional and practical support as appropriate.
- Ensure confidentiality of the service, and that of the service users are respected at all times.
- Participate in staff meetings, supervision and training as required.
- Attend both National Health Service (NHS) and Solent Mind referrals meetings as required.

### **Administration**

- All employees have a responsibility and a legal obligation to ensure that information processed for service users and staff/volunteers is kept accurate, confidential, secure and in line with the Data Protection Act (1998) and Security and Confidentiality Policies.
- Maintain appropriate paperwork required by Solent Mind and the funders of the service.
- Use various database systems according to locality and service partners to record data securely and appropriately for the purposes of auditing and reporting.
- To use a high level of IT literacy in clinical, non-clinical and administrative settings.

### **Liaison**

- Collaborate and work effectively both with our colleagues within Portsmouth Support and Recovery as well as with our NHS partner Trusts and NHS staff members.
- Represent and promote the good name of Solent Mind
- Liaise with the local community to provide good working partnerships, promote the service and Solent Mind and reduce stigma for service users.
- Where required, attend local meetings and conferences of relevance to the service.

### **Supervision and Training**

- Participate in staff meetings, supervision, appraisal and training as required.
- Be responsible for seeking advice and guidance when needed from the Portsmouth Support and Recovery teams and your line manager.

## **Policies and Procedures**

- The post holder will be expected, at all times, to be familiar and comply with the written policies, procedures and guidelines for good practice, issued by Solent Mind and Solent NHS Trust.
- The post requires an element of lone working and compliance with lone working policies will be required. Training will be given in safe lone working practice and procedure.
- Keep up to date with safeguarding policies and maintain working familiarity with them.

## **General**

- To uphold the aims and values of Solent Mind.
- To contribute to the ongoing development of the service and to best practice.
- To work within Solent Mind policies and procedures.
- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both the specific client group and mental health.
- All employees have a duty and responsibility for their own health and safety and the health of safety of colleagues, patients and the general public.
- All employees have a responsibility to prevent abuse and neglect and report concerns.
- All employees have a responsibility and a legal obligation to ensure that information processed for both patients and staff is kept accurate, confidential, secure and in line with current Data Protection legislation and Security and Confidentiality Policies.
- Undertake not to abuse their official position for personal gain, to seek advantage of further private business or other interests in the course of their official duties.

**This list is non exhaustive and other duties may be required to be undertaken to meet the needs of Solent Mind.**



# PERSON SPECIFICATION

## Community Peer Recovery Practitioner

Requirement	Essential or Desirable
<p><b>Qualifications/Education/Training:</b></p> <p>Diploma/ NVQ Level 2 in Health Care or equivalent experience.</p>	Essential
<p><b>Experience:</b></p> <p>Experience of managing personal mental health issues and recovery.</p> <p>Experience of using or caring for someone who has used mental health services.</p> <p>Experience of working with adults with mental health issues.</p> <p>Experience of working with people with complex needs.</p> <p>Experience of reporting on KPIs.</p> <p>Experience of working in partnership.</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Desirable</p> <p>Essential</p>
<p><b>Knowledge/Skills/Competencies:</b></p> <p>Excellent verbal and written communication skills.</p> <p>Excellent IT skills including Microsoft products and CRM databases and Online Communication Platforms (eg Zoom).</p> <p>Commitment to equal opportunities.</p> <p>An understanding of recovery in relation to mental health and the challenges surrounding this.</p> <p>Working knowledge of the welfare benefits system.</p> <p>An ability to manage challenging situations and conversations.</p> <p>Ability to work as part of a team.</p> <p>An ability to promote service user involvement.</p> <p>Ability to engage and support people who are experiencing mental health difficulties.</p> <p>To consult, liaise and work collaboratively with colleagues, NHS partners and a wide range of organisations.</p> <p><b>Personal Qualities:</b></p> <p>Self-awareness and an interest in self-development.</p> <p>Self-motivation.</p> <p>Professional integrity.</p> <p>Ability to deal with personal stress.</p> <p>Time management skills.</p> <p>Willingness to ask for help when needed.</p> <p>Resilience in managing self-care.</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Desirable</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>

Requirement	Essential or Desirable
<p><b>Other:</b></p> <p>Commitment to Solent Mind's values.</p> <p>Commitment to Solent Mind's Equal Opportunities and Diversity policies.</p> <p>Willingness to undergo a relevant DBS Check if required.</p> <p>Full driving licence and use of own vehicle.</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Desirable</p>

**Date job originated: Jan 2018**  
**Date job reviewed: June 2021**  
**Reviewing Manager: Rob Eamey & Sherry Craig**



## **DBS NOTE TO APPLICANTS**

### **Disclosure & Barring Service And Recruitment Of New Staff**

Solent Mind has registered with the Disclosure & Barring Service (DBS), previously known as CRB, in order to make safe, well informed recruitment decisions. We are ensuring that all our relevant policies meet legal and best practice requirements.

We have assessed the position of:-

### **COMMUNITY PEER RECOVERY PRACTITIONER**

As requiring an:-

**Enhanced & Barred** level of disclosure.

All convictions, including convictions which would otherwise be “spent” under the Rehabilitation of Offenders Act 1974, must be disclosed for the purposes of this job application.

Solent Mind will determine the relevance of any convictions to the position applied for in line with guidance from the DBS.

Any applicant who is offered employment will be subject to a DBS check from the DBS before the appointment is confirmed. This will include details of cautions, reprimands or final warnings as well as convictions. Applicants will have the opportunity to discuss any disclosure information before a final decision is made as part of the post interview process.