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### **Purpose:**

Peer Support is recognised as a key component of modern mental health and wellbeing provision. Peer support roles are specifically for people who have lived experience of mental health problems. Through sharing wisdom from their own experiences, peer support staff and volunteers will inspire hope and belief that recovery is possible in others. They will work in support of Solent Mind's vision, "We won't give up until everyone experiencing a mental health problem gets both support and respect".

Solent Mind is working in partnership with other local organisations on the So:Linked programme, to support people across Southampton to identify and access opportunities and services that could help their mental wellbeing. As a Community Peer Navigator, you will be using your own mental health experiences to support, encourage and inspire others. This work will include the following elements:

- Working with people in one to one and group settings, in a range of ways including telephone, face to face and online to identify needs and possible opportunities for support.
- Processing and responding to referrals into the service, including making initial and follow up contacts with clients and recording on our systems.
- Working closely with other parts of Solent Mind, partner organisations, community groups, and services to make and receive referrals, and explore support options.
- Supporting people to develop the skills and confidence they need to access support and engage in their communities.
- Recruiting and supporting peer support volunteers.
- Facilitating participation in the monitoring and evaluation of the work.

<b>Reports To:</b>	<b>Community Peer Support Team Leader</b>
<b>Direct Reports:</b>	<b>Peer Support volunteers</b>
<b>Key Relationships:</b>	<b>Solent Mind staff and volunteers, local organisations and community groups, support services, GP surgeries, the local authority, housing providers, community mental health teams</b>
<b>Location:</b>	<b>Southampton (various community locations and office base)</b>
<b>Hours:</b>	<b>18 Hours Per Week (work pattern negotiable, some flexible additional hours may be available subject to funding)</b>
<b>Salary Range:</b>	<b>£19,880 to £21,409 Pro Rata Per Annum (SM PP 19-22)</b>
<b>Vaccination:</b>	<b>Compliance with the requirements of Vaccination as a condition of deployment (VCOD) regulations is necessary for this role, unless an exemption applies.</b>

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## **Main Responsibilities**

- To work directly with adults with mental health issues via telephone, face to face and online to offer advice and guidance on local support and services.
- To work closely with colleagues, So:Linked partners, GP surgeries and other organisations to develop and deliver opportunities for people to build the skills and confidence to access support and engage in their communities.
- To engage with potential participants to identify needs, and plan work accordingly.
- To support and encourage participants to identify their own strengths, triggers and life goals and produce individualised plans to help achieve them.
- To work with participants to identify support needs and potential barriers to people accessing support, and provide/facilitate individual support, including referrals to and negotiation with other agencies where appropriate.
- To support the recruitment, induction and supervision of volunteers.
- To provide participants with tools and coping strategies to play a more active role within their communities.
- Participate in service monitoring, evaluation and reflection in line with the project guidelines, and support participants to take part.
- To contribute to local events and activities to promote the project and increase understanding of peer support and mental health.
- To ensure attendance at relevant meetings.
- To help adhere to and support the development of relevant procedures and guidelines as they relate to peer support and the service.
- To develop relationships and partnership working with key local organisations and community groups.
- To complete and understand risk assessments and procedures as appropriate.
- To liaise with other Solent Mind and Southampton services and agencies for people with a range of support needs
- Maintain appropriate records of participation and progress.
- Identify risk and ensure appropriate risk assessments are carried out and comply with appropriate health and safety measures with regard to peer support groups and venues.

## **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 and to complete all necessary training.
- To maintain up to date knowledge of legislation, national and local policies and issues in relation to both mental health and Primary Care Services.
- All employees have a duty and responsibility for their own health and safety and the health and 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 Navigator

Requirement	Essential or Desirable
<p><b>Qualifications/Education/Training:</b></p> <p>Sound basic education including English and Maths or equivalent.</p> <p>Relevant training in peer support and/or mental health.</p>	<p>Desirable</p> <p>Desirable</p>
<p><b>Experience:</b></p> <p>Have lived experience of mental health problems and using mental health services.</p> <p>Experience of working with people with mental health needs, in a paid or voluntary capacity.</p> <p>Experience of providing support and/or guidance to people with mental health issues.</p> <p>An understanding of the role of peer support within mental health.</p> <p>An understanding of key concepts of recovery.</p> <p>An understanding of the key difficulties and challenges faced by people on their recovery journey.</p> <p>Experience of helping people identify their own goals on their recovery journey and the ability to support people in pursuing these.</p> <p>Experience/knowledge of the Southampton area.</p>	<p>Essential</p> <p>Essential</p> <p>Desirable</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Desirable</p> <p>Desirable</p>
<p><b>Service Delivery Knowledge/Skills/Competencies:</b></p> <p>Demonstrate an understanding of the role and impact of peer support in people's lives.</p> <p>Demonstrate the knowledge, confidence and skills to work with people with a range of needs.</p> <p>Demonstrate the ability to engage with local support services, organisations and groups.</p> <p>Skills to work with change and to support service users through the process.</p> <p>The ability to manage time and competing priorities and take responsibility for your own work and in accountabilities.</p> <p>Good team working skills including listening, constructive feedback, respect and dignity and skill sharing.</p> <p>Excellent communication skills including telephone, text, email, written and face to face.</p> <p>Confident in use of I.T., including Microsoft Office packages.</p> <p>The ability to maintain and monitor accurate recording of participation, progress and outcomes.</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><b>Other:</b></p> <p>Demonstrate understanding of managing your own mental health and wellbeing.</p> <p>Demonstrate a solid understanding of the importance of confidentiality, boundaries and safeguarding.</p> <p>Commitment to Solent Mind's values.</p> <p>Commitment to Solent Mind's Equal Opportunities and Diversity policies.</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>

<b>Requirement</b>	<b>Essential or Desirable</b>
Willingness to work flexible hours to meet project needs.	Essential
Ability and willingness to travel within the Southampton area.	Essential
Willingness to undergo a relevant DBS check if required.	Essential

**Date job originated: February 2018**  
**Date job reviewed: January 2020**  
**Reviewing Manager: Clare Grant**



## **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 NAGIVATOR** 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.

