



## **Solent Mind - Job Description**

**Job Title: Social Prescribing Link Worker  
(Eastleigh Primary Care Network)**

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**Purpose:** The Social Prescribing Link Worker will be employed by Solent Mind and located within the Eastleigh Primary Care Network (comprising Archers Practice, Boyatt Wood Surgery, Parkside Practice and St Andrews Surgery) and will be part of the multi-disciplinary team across the network.

The post-holder will provide personalised support to individuals to enable them to improve their health and wellbeing, to live more independently and to ensure they are able to access resources within their local communities. The approach will be person-centred, with a focus on strengthening both community and personal resilience.

**Reports To:** Clinical Lead (Primary Care Network)  
Head Of Wellbeing (Solent Mind)

**Direct Reports:** Volunteers

**Key Relationships:** Multi-disciplinary team within the Primary Care network, Health and Social care teams, Solent Mind staff and volunteers, voluntary organisations and community groups, other key stakeholders

**Location:** Eastleigh Primary Care Network

**Hours:** 37 Hours Per Week (which may include some Saturday mornings, evenings and public holidays)

**Salary Range:** £22,829 to £24,584 Per Annum

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### **Main Responsibilities**

To manage a caseload of people referred to the social prescribing service, understanding their priorities and co-producing personal support plans which will enable them to live more independently and improve their health and wellbeing. To develop relationships with key statutory, voluntary and community organisations to raise awareness of social prescribing.

## Key Duties

- To take referrals from agencies and individuals across the GP practices within the primary care network
- To meet people on a one-to-one basis to understand their priorities and how these can be helped by social prescribing
- To work with the person to produce individual support plans to reflect their health and wellbeing needs - based on their priorities, interests, values, cultural and religious/faith needs
- To identify groups, activities and services which could help them to improve their own health and wellbeing
- Where appropriate, to introduce people to community groups and statutory services, ensuring they feel valued and respected. To follow up to ensure they feel they are able to engage and feel included and supported
- To ensure the patient's progress is regularly reviewed and to agree appropriate actions towards the achievement of goals
- Where people may be eligible for a personal health budget, to help them explore this option as a way of providing funded, personalised support
- To manage and prioritise the caseload in accordance with the needs, priorities, and any urgent support required by individuals.
- To seek advice and support from the GP supervisor in relation to concerns around the patient's mental health, domestic violence or abuse
- To forge links with a wide range of statutory, voluntary sector and neighbourhood groups to understand the existing resources and assets which are available within the local community
- To develop supportive relationships with local statutory, voluntary sector, community and neighbourhood groups in order to make timely, appropriate and supported referrals for people
- To work with commissioners and local partners to identify unmet needs within the community and gaps in community provision
- To recruit and develop a team of volunteers to provide initial support for people to access new groups within community settings
- To encourage people, their families and carers to provide peer support and to encourage the setting up of new community groups
- To encourage people to explore volunteering opportunities within the local community
- To work with the GP practices within the network to ensure the social prescribing referral codes are inputted into the clinical system (EMIS), adhering to data protection legislation and data sharing agreements with the Clinical Commissioning Group (CCG)
- To encourage people, their families and carers to provide feedback and to share their stories about the impact of social prescribing on their lives and to develop effective ways of recording this information
- To be responsible for the recruitment, induction and supervision of volunteers to support the social prescribing service

- To attend supervision meetings with the GP Clinical Lead and Head of Wellbeing as appropriate and to identify personal and professional development needs.
- To participate in the Solent Mind supervision and appraisal policy and to attend induction and training events as appropriate
- To work as part of the healthcare team across the Primary Care Network to seek feedback and to continually improve the service
- To contribute to the development of policies and plans relating to equality, diversity and health inequalities
- To attend any meetings which are relevant to the development of the social prescribing service

## **Development of Service**

As the service develops there may be a requirement to be involved in the management of staff, including recruitment, supervision, performance management and appraisal.

## **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**

## Solent Mind - Person Specification

### Job Title: Social Prescribing Link Worker (Eastleigh Primary Care Network)

Requirement	Essential or Desirable
<p><b>Qualifications / Education / Training:</b></p> <p>NVQ level 3 or equivalent relevant qualification and /or extensive experience</p> <p>Demonstrate commitment to professional and personal development</p>	<p>Essential</p> <p>Essential</p>
<p><b>Experience:</b></p> <p>Experience of working with people in a community development setting, adult health and social care, learning support or public health context</p> <p>Experience of partnership/collaborative working</p> <p>Experience of supporting people with their mental health, either in a paid, unpaid or informal capacity</p> <p>Experience of individual needs assessment</p> <p>Experience of data collection and using tools to measure the impact of services</p> <p>Training in motivational coaching and interviewing or equivalent experience</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Desirable</p>
<p><b>Knowledge/Skills/Competencies:</b></p> <p>Excellent written and oral communication skills</p> <p>Intermediate I.T. skills - Word, Outlook, Excel</p> <p>Ability to identify, assess and manage risk</p> <p>Ability to work flexibly within a team situation or on own initiative</p> <p>Ability to work from a strengths based approach</p> <p>Having a positive attitude to people from diverse backgrounds</p> <p>Possess supervisory management skills</p> <p>Ability to organise and prioritise workload</p> <p>Demonstrate ability to manage your own health and wellbeing</p> <p>Ability to research and identify appropriate community resources</p> <p>Knowledge of links between physical health and mental health</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>Desirable</p> <p>Desirable</p>
<p><b>Other:</b></p> <p>Ability to be flexible and to work weekends, evenings and bank holidays as required</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>Access to own transport and willingness to travel across the locality</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>

**Date Job Originated: November 2019**  
**Date Job Reviewed:**  
**Reviewing Manager: Elizabeth White Ripley**



## **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 post of:-

### **SOCIAL PRESCRIBING LINK WORKER**

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 post 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.