

# JOB DESCRIPTION



<b>Job title</b>	Recovery Navigator
<b>Department</b>	Recovery Service – Mental Health Wellbeing Hubs
<b>Hours of work</b>	37.5hrs
<b>Salary</b>	<b>£23,400</b>
<b>Location</b>	Bullring - Grand Central
<b>Reports to</b>	Team Lead
<b>Contract Type</b>	Permanent
<b>Leave</b>	33 days holiday (including Bank and Public Holidays)

<b>About Birmingham Mind</b>	Birmingham Mind are a leading mental health service provider in the West Midlands, we are a Mindful Employer as well as achieve the Gold standard success in Investors in People.
------------------------------	---

<b>Team/ Service area Purpose</b>	Our purpose at Recovery Hubs is to offer opportunities for recovery through interventions, signposting services, delivering workshops and courses, creating peer groups and one to one support. We work closely with individuals to help them manage their mental health and wellbeing with support from our partnerships in the community and focus on their individual needs to aid in their recovery.
-----------------------------------	--

<b>Job Purpose</b>	<p>The role of the Recovery Navigator is to provide support, information, advice and guidance to people who need help managing their physical, psychological and emotional health needs. This will involve offering one to one holistic personal development planning, offering interventions such as condition management, group work and 1:1 sessions in the Recovery Hub for people who are recovering from a mental health condition.</p> <p>Recovery Navigators will also work alongside those who have made the step into volunteering peer leading, valuing and recognising their skills and experience and encouraging service user participation and co-production. Recovery Navigators will be given the opportunity to mentor volunteers.</p> <p>Recovery Navigators will be required to work on a rota basis. Majority of working hours are between 9-5, Monday-Friday, however there will be the occasional evenings and weekend work (no later than 7pm). There will also be opportunity for you to work across all four Birmingham Recovery Hubs, getting involved in projects, pop ups and events.</p>
--------------------	--

## JOB DESCRIPTION



### Key Responsibilities

- Managing a caseload and working with individuals on their recovery journey, with a person-centred approach.
- Advocate for individuals so that they can maintain control of their lives.
- Use a recovery tool to holistically access health and wellbeing.
- Maintain a good up to date knowledge of services and resources for signposting.
- Positively seek feedback from all those who contact the service.
  
- Assist in the planning and development of therapeutic sessions.
- Deliver sessions with support from team and volunteers.
- Conduct 1-2-1's with individuals to identify areas of support needed for their recovery.
- Regularly reflect on your own practice and adopt a positive approach to enhance the experience of those accessing our services.
- Support and mentor volunteers working within the service.
  
- Actively encourage service users to be involved in the development of Birmingham Mind and its services.
- Seek to deliver a high-quality service, ensuring professionalism in your approach.
- Contribute to new ideas, methods and processes from the team and other sources.
- Be flexible in your approach to teamwork and engage in other activities as requested of you to ensure successful functioning of the team.
- Uphold health and safety best practices.
- Ensure all practices are in keeping within Birmingham Mind's values.

# JOB DESCRIPTION

## Person Specification

POST REQUIREMENTS	Essential/Desirable
<p><b>EXPERIENCE AND KNOWLEDGE</b></p> <p>12 months experience of working in the mental health sector, or other sectors that have a transferrable skillset will be considered, e.g. charities, care, prison, SEND etc.</p> <p>Interest in working 1-2-1 with people with mental health difficulties as well as delivering workshops for wellbeing and social support (full training will be provided).</p> <p>Understanding of Safeguarding procedures &amp; GDPR regulations.</p> <p>Understanding of mental health problems and long-term support.</p>	<p>D</p> <p>E</p> <p>D</p> <p>E</p>
<p><b>SKILLS AND ABILITIES</b></p> <ul style="list-style-type: none"> <li>• Excellent verbal, written and IT skills with the ability to input accurate up to date information on a bespoke IT system.</li> <li>• The ability to manage your own workload, be self-motivated and work well with other team members.</li> </ul>	<p>E</p> <p>E</p>
<p><b>PERSONAL ATTRIBUTES</b></p> <ul style="list-style-type: none"> <li>• Confident when working with different groups of people.</li> <li>• Calm and considered approach to managing challenging situations and well as the ability to regulate your emotional response.</li> </ul>	<p>E</p> <p>E</p>
<p><b>OTHER</b></p> <p><i>Birmingham Mind encourages those that have lived experience of mental health difficulties to apply regardless of work experience.</i></p>	

### Our Values



Respect



Partnership



Recovery



Wellbeing



Prevention