



ADFERIAD RECOVERY

Bodloni anghenion pobl sy'n agored i niwed sy'n wynebu heriau bywyd cymhleth
Meeting the needs of vulnerable people facing complex life challenges



JOB DESCRIPTION

YOUNG PERSON'S PEER MENTOR (16-24 years)

Hours:	15 hours per week over 7 days
Salary:	£19,047 per annum pro rata £7,618.80
Holidays:	25 days per year plus 8 public holidays (pro rata)
Period of Notice:	1 week during probation; 4 weeks thereafter
Probationary Period:	6 Months
Based at:	Llandrindod Wells
Responsible to:	Lead Peer Mentor

Job Purpose:

- To mentor Young People aged 16-24 across Powys who have been affected by substance misuse and/or mental health towards training and employment opportunities.
- Provide support and supervision to Volunteer Peer Mentors.
- Work alongside the Volunteer Peer Mentors in delivering services and outcomes for the scheme.
- To support the Lead Peer Mentor in raising awareness of the service.
- To ensure project outcomes are delivered on target.



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Main Duties & Responsibilities:

- Source potential participants through referral routes.
- To ensure all project outcomes are delivered on target.
- Provide support and guidance to all participants being referred onto the project.
- Assess candidates for suitability for further training and make appropriate referrals.
- Source training and employment opportunities for a caseload of participants with the support of Cyfle Cymru Employment Specialists.
- Work with the Volunteer Peer Mentors in bringing training and employment opportunities for participants to a positive outcome. This will include goal setting, CV writing, support with job applications, attendance at interviews and on-going placements.
- Utilise any other tools and techniques such as brief interventions and Adult Directions in assisting participants achieve their goals and objectives for the Peer Mentoring Scheme.
- Provide ongoing support services to participants leaving the project.
- Record all activities in compliance with both organisational and European Social Fund regulations. This would include client registration forms, timesheets and any other outcome monitoring required of the Scheme.
- To work alongside mental health peer mentors and employment specialists as well as service partners.

Client Work:

- To communicate skilfully and sensitively highly complex and sensitive information, taking into account sensory and cultural barriers to communication.
- To refer clients to other services within the partnership, and other external agencies as appropriate.
- To undertake and manage own peer mentor, volunteer and participant caseload.
- To be accountable for own decisions and actions in consultation with supervision.
- To undertake clinical administrative tasks and reports relating to mentoring project when necessary.



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Policy and Service Development:

- To adhere to agreed Health and Safety and Security procedures/policies.
- To identify and contribute towards any aspects of the peer mentoring service where improvement can be made and to advise service and managers accordingly.
- To assist with the delivery of peer mentoring training if required.

Professional:

- To participate in the continuous learning, development, and appraisal process.
- To operate within and observe partnership policies and procedures as amended and updated.
- To make regular use of supervision.
- To be responsible for working within own level of competence.
- To undertake internal and external training as appropriate, and as required as part of Continuous Professional Development.
- To develop and maintain professional working relationships with external agencies.



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	<u>Essential</u>	<u>Desirable</u>	<u>Method of Assessment</u>
Qualifications:	<ul style="list-style-type: none"> • Good standard of general secondary education- minimum level C in Maths and English 	<ul style="list-style-type: none"> • Relevant training and/or relevant qualifications in substance misuse and mental health • Relevant training and/or qualification in youth work • NVQ Level 3 Advice and Guidance or willingness to work towards • BTEC Level 2 in Peer Mentoring 	Application
Experience:	<ul style="list-style-type: none"> • Experience of working with young people aged 16-24 • Personal experience of substance misuse issues and/or mental health conditions • Experience of working with individuals who have/had substance misuse issues and/or mental health issues 	<ul style="list-style-type: none"> • Experience of multi-agency working 	Application / Interview
Skills:	<ul style="list-style-type: none"> • Ability to communicate with young people aged 16-24, preferably those with substance issues and/or mental health conditions • Ability to initiate and maintain effective communication and working relationships with a relevant range of people and agencies • An ability to work in partnership with other practitioners to deliver effective interventions and support for young people aged 16-24 with substance and/or mental health issues • Competence with basic IT including MS word and MS Outlook • Full driving licence and full access to a vehicle • Competence with data entry and in house database systems 	<ul style="list-style-type: none"> • The ability to communicate in Welsh and English • An understanding of other key professionals, and how to contact them for consultation or referral 	Application Interview / Exercise



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	<u>Essential</u>	<u>Desirable</u>	<u>Method of Assessment</u>
Knowledge:	<ul style="list-style-type: none"> • Knowledge of legislation relating to 16–24-year olds • Awareness and understanding of current child protection and safeguarding legislation • Understanding of Confidentiality and the implications surrounding it whilst working with young people aged 16-24 with substance and/or mental health issues 	<ul style="list-style-type: none"> • Knowledge of safe working practice appropriate to the work • Knowledge of local treatment services for substance misusing young people, what they offer and how to contact them 	Application/ Interview
Personal Qualities:	<ul style="list-style-type: none"> • Willingness to adhere to Adferiad policies relating to safeguarding and child protection • Willingness to undertake further training as required • Enjoy working with other people and have an enthusiastic passion for helping others achieve their goals • Enthusiasm for working with young people aged 16-24 • Commitment to contributing in all project areas • To be proactive and use own initiative • Proven flexibility to meet organisational, project and client needs 	<ul style="list-style-type: none"> • Proven good track record in previous employment relating to attendance 	Interview
Other Relevant Requirements:	<ul style="list-style-type: none"> • Readiness to undergo an enhanced DBS check (Children and Adults barred list) 		