



## Wellbeing Support Worker – Bank Staff

### Job description

Job title	Wellbeing Support Worker – Bank Staff
Salary	£10.11 per hour
Hours	Part time, employed on a zero-hour contract

#### Purpose of the role

West Kent Mind provides a growing range of services with and on behalf of people with mental health needs.

We are looking for a number of Bank Staff to work as Wellbeing Support Workers to deliver innovative, stimulating and enjoyable group sessions for adults. We offer a range of groups throughout the year, targeting individuals from Sevenoaks, Tonbridge and Malling and Tunbridge Wells.

Applicants will need to be familiar with delivering group sessions online via Zoom, demonstrate empathy and an understanding of how loneliness can impact on people and affect their wellbeing. Applicants must be confident to deliver creative and stimulating group activities – both online and in person. The demographics within the programmes differ, but the aim will be to facilitate wellbeing groups online or in person. Applicants will also be required to cover leave for other staff as and when needed.

#### Key tasks

- To design and deliver an online community wellbeing project inclusive to adults which addresses social isolation and helps to bring a community together.
- To include client input in the structure and outcomes of the group
- To provide group work appropriate to the needs and aspirations of the clients of West Kent Mind.
- To make contact with other community services such as local churches, volunteer groups, Community Safety Units to encourage community support and involvement.
- To encourage positive risk taking to enable clients to try new things and move forward with their goals and outcomes.
- To actively promote independence and discourage dependency.
- To complete and maintain up-to-date and accurate records of your client related work, in the required format, including evaluation and outcomes.

## Person specification

All experience may be paid or voluntary, full or part-time, in the UK or overseas.

### Essential experience

- Experienced at facilitating groups via online Zoom

### Essential skills and competencies

- Able to plan and manage a small project.
- Strong ability to engage and work with the local community.
- Strong ability to develop and facilitate groups. This includes online structured groups and learning activities.
- Enthusiasm and interest in engaging clients creatively, online via Zoom.
- Strong ability to maintain accurate case notes, record outcomes and case studies.
- Ability to deal effectively and calmly with challenging situations as may arise from time to time.
- Ability to effectively manage online lone working situations with robust procedures in place.
- Working knowledge and understanding of safeguarding, risk assessment, confidentiality and impartiality.
- IT literacy - ability to work online via Zoom, send and receive emails and attachments; create, format and layout Word documents.
- Ability to prioritise own workload and manage time effectively.

### Essential attributes

- Discretion and judgment when dealing with sensitive and/or confidential information.
- Flexible and adaptable.
- Professional, enthusiastic, self-motivated and proactive with a commitment to the aims of West Kent Mind.
- Understanding and commitment to equal opportunities.

### Desirable experience

- Experience in a charitable or mental health setting.
- Full UK driving license and access to a vehicle including insurance for business purposes. Currently not essential as the service is to be delivered remotely via Zoom but should arrangements change for meeting physically this would be desirable.

## Terms and conditions

### Probationary period

This is usually 3 months but may be extended for a period of no more than 6 months.

### Employee Assistance

All staff have access to an Employee Assistance Programme. This is a 24-hour service available 365 days per year.