**Job Description – Trainee EMHP**

**Job Title:**  Trainee Educational Mental Health Practitioner (EMHP)

**Reporting to:** Epping Forest & Harlow Team Supervisor/Practitioner

**Location:**  Epping Forest & Harlow Districts

**Hours:** 37.5 per week

**Length of contract:** You will be employed full time but continued employment past year one is conditional on successful completion of your EMHP Postgraduate Diploma Course.

**Pay:**  £26405 p.a which equates to current Agenda for change NHS Band 4 (including HCAS Fringe allowance). Rising to Band 5 after 1 year, dependent on successful completion of University course.

(See also Additional information and requirements note at the end of this job description regarding leaving the role in under two years)

**The organisation:**

Mind in West Essex is a local, independent mental health charity. We affiliate to Mind (the National Association for Mental Health) a charity with which we share common values and principles.

Our vision is for West Essex to be a place where people talk openly and positively about mental health, and where everyone gets the support and respect needed to live well. We embrace diversity and understand that being an inclusive organisation and recognising different perspectives, will enable us to provide excellent services.  We are committed to ensuring all our employees are treated fairly and equitably at work and promoting equity in physical and mental health for all.

**Purpose of the Job:**

This is a training role within the [Green Paper for Transforming children and young people’s mental health](https://www.gov.uk/government/consultations/transforming-children-and-young-peoples-mental-health-provision-a-green-paper) programme. The post holder will work within Mind in West Essex providing low intensity interventions whilst undertaking a programme of training for this role. The training post will equip the post-holder to provide a range of cognitive behavioural therapy (CBT) based self- management interventions to children and young people with mild to moderate anxiety and depression and/or behavioural difficulties. The post- holder will attend all taught and self-study days required by the education provider, as specified within the EMHP curriculum and work in the service for the remaining days of the week using their newly developed skills.

The post holder will work with children, young people and parents with different cultural backgrounds and ages, using interpreters when necessary and should be committed to equal opportunities.

Under supervision and with support, to develop knowledge and practice skills in:

* Delivering evidence-based 1:1, group and whole class interventions for children and young people, with mild to moderate mental health problems, in an education setting.
* Helping children and young people within these settings who present with more severe problems to rapidly access more specialist service.
* Supporting and facilitating staff in education settings to identify, and where appropriate, manage issues related to mental health and wellbeing.
* Working with and within educational environments to afford better access to specialist mental health services.
* Providing evidence of the development of those skills with associated knowledge acquisition to record and evidence progression towards an academic award and demonstrable practical ability.
* Working within education settings to deliver a whole school approach in relation to mental/emotional health. This will also include upskilling school staff.

**Key Task Areas and Responsibilities:**  
The successful post holder will:

**Clinical and Client Care**

* Be educationally supervised, supported and assessed to deliver outcome focused, evidence-based interventions in educational settings for children and young people experiencing mild to moderate mental health difficulties, primarily guided self-help.
* Develop skills in supporting children and young people experiencing mild to moderate mental health difficulties, their parents/carers, families and educators in the self-management of presenting difficulties.
* Develop and practice evidence-based skills under supervisory support of working in partnership with children, young people, their families and educators in the development of plans for the specific intervention and agreeing outcomes.
* Develop and learn the skills required in order to enable children and young people in education, and where appropriate parents/carers to collaborate and co-produce their own agreed plan of care.
* Show evidence in a variety of forms that at all times assessment and intervention is provided from an inclusive values base, which recognises and respects diversity.
* Discuss with supervisors and agree to accept appropriate referrals for children and young people in educational settings, according to agreed local and national and local referral routes, processes and procedures.
* Under supervision, undertake accurate assessments of risk to self and others.
* Where risk is identified to implement appropriate procedures to maintain safety
* Learn, understand, rationalise and adhere to the protocols within the educational service to which the post holder is attached.
* Engage along with more senior staff in the signposting of referrals for children and young people with more complex needs to the relevant service.
* Engage in robust managerial and clinical supervision, identifying the scope of practice of the individual post-holder within the role, and working safely within that scope.
* Gain and practice a range of interventions related to provision of information and support for evidence based psychological treatments.
* Practice, evidence, reflect on and demonstrate an ability to manage one’s own caseload in conjunction with the requirements of the team.
* Attend multi-disciplinary and multi-agency meetings relating to referrals or children and young people in treatment, where appropriate, both for personal educational benefit in discussion with supervisors, or to provide direct assistance
* Keep coherent records of all training and clinical activity in line with both health and education service protocols and use these records and outcome data to inform decision making.
* Complete all requirements relating to data collection.
* Show evidence of working within a collaborative approach, involving a range of relevant others when indicated. Specifically, work in collaboration with teachers and other educational staff, parents, children, young people and the wider community to enhance and broaden access to mental health services.
* Contribute to the development of individual or group clinical materials or training materials and go on to develop further such materials as falls within own degree of competence.

**Training & Supervision**

* Attend and fulfil all the requirements of the training element of the post including practical, academic and practice-based assessments.
* As well as attendance at the University for training, fulfil private study requirements to enhance learning and prepare assignments for examination as required.
* Apply learning from the training program directly to practice through the course.
* Receive practice tutoring from educational providers in relation to course work to meet the required standards.
* Prepare and present case load information to supervisors within the service on an agreed and scheduled basis, to ensure safe practice and the governance obligations of the trainee, supervisor and service are delivered.
* Respond to and evidence the implementation of improved practice following supervisor feedback.
* Engage in and respond to personal development supervision to improve competencies and practice.
* Be involved in the evaluation of the course.
* Disseminate research and service evaluation findings through presentations and supervisory discussions.

**Professional**

* Ensure the maintenance of standards of own professional practice according to both Mind in West Essex and the Higher Education Institute (HEI) in which they are enrolled. Ensure appropriate adherence to any new recommendations or guidelines set by the relevant departments.
* Ensure that confidentiality is always protected.
* Ensure that any risks or issues related to the safety and wellbeing of anyone the post-holder comes into contact with during their professional duties are communicated and shared with appropriate parties in order to maintain individual safety and the public interest.
* Ensure clear objectives are identified, discussed and reviewed with supervisor and senior colleagues on a regular basis as part of continuing professional development.
* Be aware of the outcomes required of the Mental Health Support Team and ensure these are used where appropriate in clinical work and the whole school approach.
* Participate in individual performance review and respond to agreed objectives.
* Keep all records up to date in relation to Continuous Professional Development and the requirements of the post and ensure personal development plans maintains up to date specialist knowledge of latest theoretical and service delivery models/developments.
* Attend relevant educational opportunities in line with identified professional objectives.
* Develop and maintain an up to date awareness of the entire Mind in West Essex offer.

**General:**

* Understand, promote, keep up to date and comply with all policies and procedures and guidelines of the organisation (in particular Safeguarding and Data Protection).
* Undertake any other tasks, duties or projects which may arise from time to time and as directed by your line manager.

**Person Specification:**

| **Essential Criteria**   * The HEI Institutions offering the training course expect a minimum academic requirement, applicants will need to show proof of Level 5 study acceptable to the HEI.  For example, Degree, DipHE, HND, level 5 award/certificate/diploma and NVQ. * Experience working with young people, ideally be within an educational setting * Understanding of the issues faced by children and young people experiencing mental health problems * The ability to use a range of office based software packages and IT systems |
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| * Excellent communication skills, the desire to achieve positive outcomes and to have relevant entry criteria as per the HEI. |
| * Valid UK driving licence and/or access to transport to enable travel between educational settings on a daily basis.   Additional occasional travel across West Essex and Hertfordshire * Evidence of the ability to work calmly and remain resilient whilst under pressure |
| * No criminal record that prevents work with our client group or which would harm our reputation. |
| * The ability to work with/support other Mind in West Essex staff as requested |

**Additional information and requirements for this role:**

| * To be accepted for this post, applicants will be interviewed in conjunction with a representative from HEI University and also need to be offered a place on the course. * The educational nature of this course will require personal time for study/reading/preparation in addition to the time at university and at educational settings. This will be outside of the paid 37.5 hours per week. * Applicants for this post should be aware of the time commitment needed to travel to and from the HEI university. Full attendance for the course is mandatory. * The qualification obtained through the university course is a requirement of the service and is funded through the service, at no cost to the post holder.  However, if the post holder leaves the organisation during or within 2 years of their start date, there will be a requirement to pay back a proportion of the costs to enable the service to train a new post holder. * Expenses will be paid from your Mind base to the university return as per the Mind in West Essex expenses policy.   For induction & skills weeks Mind in West Essex will pay overnight costs to enable students to spend the week on campus if they choose to do so.   * As the year long course progresses, there will be a decline in the days you are required to be at the University site. The programme will be delivered with blended learning although the exact timetable is still being finalised. * It is expected that the course will begin in September 2024. * This post is not available to anyone who has had funding from Health Education England in the past two years. |
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This Job Description will be subject to review in light of changing circumstances and is not intended to be rigid or exhaustive but should be regarded as providing guidelines within which an individual operates.