



Footprints
in the community

Stepping out into the Community with Compassion to meet Local Need

JOB DESCRIPTION	
JOB TITLE	Community Wellbeing Co-ordinator
RESPONSIBLE TO	CEO/Operations Manager - Footprints in the Community
BASED AT	10 Queen Street, Redcar
SALARY SCALE	£30,095
HOURS OF WORK	35 hours per week
OVERALL PURPOSE OF ROLE	
<p>To facilitate a partnership panel of all mental health services within Redcar & Cleveland and those further afield that can benefit the residents of Redcar & Cleveland.</p> <p>The post holder will further develop and prototype the 'Community Hub' model for Redcar and Cleveland, in line with the NHS Long Term Plan, NHS Community Mental Health Framework for Adults and Older People and the local delivery model.</p> <p>The South Tees Wellbeing Network was launched this year. It is an online collaborative forum where mental health and associated professional, including Voluntary, Community and Social Enterprise (VCSE) staff work together to join up learning and services for local people with all levels of mental health problems. The 'Community Hub' model will build on this, providing opportunities for co-location and closer joint working between local service providers.</p> <p>The role of the Community Wellbeing Co-ordinator will be to identify organisations working with this client group, including those with multiple difficulties and those who experience barriers to getting help. They will work with partners to create a deeper understanding of what organisations offer and how they work, to enable the building of relationships, which encourage and support joint working.</p>	
RESPONSIBILITIES	
<ol style="list-style-type: none">1. To provide a lead role in bringing together all the Mental Health services within Redcar and Cleveland, building relationships and providing a resilient way of working going forward.2. To coordinate and lead on the development and delivery of the 'Community Hub' model in Redcar and Cleveland.	

3. To co-ordinate relevant bookings within the Hubs and other community venues as required.
4. To map the current referral pathways between organisations in the borough, for these client groups; this will include VCSE organisations, secondary mental health services, local authority provision, primary care services including Impact on Teesside, social prescribers and TEWV primary care roles.
5. To facilitate the development of joint working between all relevant providers and statutory bodies, to ensure effective multi-agency working and the alignment of approaches. This may include new roles such as peer support roles and community navigators.
6. To facilitate the design and detailed proposals for co-delivery of projects, option appraisals and business cases to support the implementation of the Hub model.
7. To work with colleagues, partners and service-providers to identify opportunities to bring additional funding into the sector.
8. To work with service users and people with lived experience who use or might benefit from using the hubs to ensure that the needs they identify are met.
9. To work with the wider VCSE to identify opportunities to deliver wider wellbeing and social support within the Hubs in response to identified needs and interests.
10. To regularly report on progress to the Redcar and Cleveland Community Mental Health Transformation Group, and to seek direction.
11. To coordinate the promotion and delivery of events and sessions hosted within the Mental Health Partnership, acting as a facilitator where necessary.
12. To promote the Mental Health Partnership Panel to community groups, residents, and Council staff.
13. To maintain and develop administrative processes and basic financial processes on behalf of the Mental Health Partnership.

Requirements

1. Maintain confidentiality at all times.
2. Adhere to the charity's policies and procedures, and ensure that high standards of quality and good practice are maintained, developed and monitored.
3. Undertake training as appropriate and attend regular 1 -1 support sessions with the Operations Manager/CEO.
4. Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
5. Ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, and comply with the policies and procedures relating to health and safety and safeguarding.
6. Have a flexible approach.
7. Undertake any other duties of a similar level and responsibility as may be required from time to time.