

Job Title:	Mental Health Coach
Hours of Work:	12 hours – Monday 1-5pm, Wednesday 3-7pm, Thursday 3-7pm
Contract Type:	Fixed Term,
Salary:	£24,875 FTE, pro rata
Office base:	Norton Park, 57 Albion Road, Edinburgh, EH7 5QY – This role is fully based at our space.
Responsible to:	CEO
Responsible for:	No direct reports

Role purpose:

The purpose of this role is to provide mental health support to young people to help them feel better and to learn techniques which to manage their wellbeing. The Mental Health Coach will work within a team supporting young people aged 11 – 21 years providing both 1-1 and group support.

Key responsibilities and deliverables:

Programme Delivery Individual Support

- Provide mental health coaching to a caseload of up to 5 young people through weekly 1-1 sessions.
- Adopt a collaborative approach to coaching, working with young people to create goals.
- Build positive relationships with young people based on U-evolve values of kindness, empathy, collaboration, inclusivity and learning.
- Establish and maintain accurate and up-to-date session notes to meet compliance using our case management system.
- Support and advocate for young people through attending multi-agency meetings in relation to individual support requirements.
- Adhere to U-evolve's safeguarding policy and follow procedures for wellbeing concerns.

Groupwork

- Support the delivery of groupwork programmes in an engaging, inclusive and supportive way.
- Lead on delivery of specific activities alongside colleagues.
- Support young people to engage in group programmes and provide ways for everyone's voice to be heard.
- Work with young people to develop group programmes based on their needs to ensure our programmes are relevant and meeting the needs of young people.
- Complete all groupwork paperwork and maintain accurate records.
- Provide individual support during group programmes where necessary.

Monitoring & Evaluation

- Gather regular feedback of support services using a variety of creative methods.
- Work with young people to produce quarterly feedback stories.
- Contribute to organisational and funding reports where necessary.

Relationships

- Develop trusting relationships with young people accessing our services putting their needs at the heart of support.
- Establish, build, and maintain positive relationships with local organisations and relevant partners to support the development of our services.
- Work collaboratively with colleagues to uphold the values of the organisation.
- Positively represent the organisation at relevant partnership and community events.

Supervision and Personal Development

- Take part in individual and group supervision to reflect on own practice and give feedback to others.
- Research and maintain up-to-date knowledge of new ways of working and identify opportunities for continuous improvement.
- Establish and maintain routines for self-reflection and self-care to ensure you are safeguarding your own mental health.

Additional duties

This job description is a guide to the duties and responsibilities of the role and is not an exhaustive list of tasks. The job holder may be asked to undertake any other reasonable duties for which they are trained, or which may support the activities of the organisation.

Acknowledgement

I have read the Therapeutic Coach job description and understand the expectations of my role at U-evolve.

Employee signature:

Date:

Manager signature:

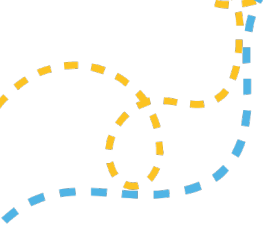
Date:

Person specification

Qualifications and Experience		Essential	Desirable
1.	At least 2 years' experience working with children and young people in both 1-1 and group setting	✓	
2.	Completed relevant mental health qualification, such as cosca counselling certificate.		✓
3.	Committed to and can demonstrate ongoing and continuous professional development	✓	

4.	Experience of working with young people experiencing mental health and well-being difficulties, trauma, social exclusion and poverty.	✓	
5.	Understanding and experience of person-centred, inclusive and trauma informed approaches to building positive relationships with people.	✓	
6.	Lived experience of any of the issues facing young people today.		✓
7.	Experience of working in a team environment including peer support work or reflective practice.		✓
8.	Experience in administrative processes in relation to record-keeping, confidential processing of information and data protection.	✓	
9.	Meeting the requirements of registration and membership of Disclosure Scotland's Protection of Vulnerable Groups Scheme	✓	
10.	Understanding of children's rights and co production of services.		✓

Skills & Attributes		Essential	Desirable
1.	Demonstrating an ability to work with and support challenging, difficult and upsetting issues.	✓	
2.	Showing an ability to reflect and seek support for managing and dealing with issues for yourself and for young people.	✓	
3.	Having an engaging and inspiring way of communicating both written and verbally; and the ability to be a confident and passionate ambassador of U-evolve.	✓	
4.	Demonstrating a creative and innovative approach to developing new ways to meet the needs of young people.	✓	
5.	Excellent organisational skills with good attention to detail, particularly in relation to financial management.	✓	
6.	Resilience and resourcefulness to work effectively under pressure with a flexible approach to working hours.	✓	
7.	Excellent interpersonal and influencing skills and the ability to build rapport and develop strong and long-	✓	



	term working relationships at all levels, both internally and externally.		
8.	Values-driven and highly motivated to make a difference to communities and young people in Edinburgh.	✓	
9.	Willing to learn and develop new ways of working	✓	