



Group & Courses Facilitator

Location:	The Cellar Trust, Farfield Road, Shipley BD18 4QP
Salary:	£23,635 FTE per annum pro rata (£18,908 actual for 30 hours per week)
Hours of work:	Part time – 4 days (30 hours) per week. Flexible working options considered.
Contract:	Permanent
Holiday:	25 days per year plus bank holidays
Responsible to:	Training Lead
Informal enquiries:	David Grant-Roberts (Head of Service) david.grant-roberts@thecellartrust.org
Closing date:	5pm Wednesday 04 May 2022
Interview date:	Friday 13 May 2022

Working for the Cellar Trust isn't about having a job - its about changing and saving lives. We are a mental health charity that supports people across Bradford, Airedale, Wharfedale and Craven, delivering brilliant services to give people a helping hand with their mental health. Whatever your role is you will have the chance to make your mark and see the impact of your work.

The Role

We require an experienced facilitator to deliver our range of Groups & Courses to our diverse range of clients. The Cellar Trust provides a range of welcoming and supportive Peer Support Groups where people with different lived experiences come together to help and support each other. Regardless of the specific format, all of our groups provide a unique level of support and understanding based on the core principles of Peer Support.

Who you are

You have experience of working in mental health and supporting clients to find positive solutions that enable meaningful recovery. You are passionate about helping others and ideally experienced in delivering peer support, drawing on your own lived experiences of mental health problems to support others. You experienced in and skilled at working with clients in group sessions and on a one to one basis. You speak more than one language and can connect and communicate with a wide range of people, professionals and partner organisations.

What you will do

Group Facilitator

- Work with clients predominantly in a group setting offering training and peer support
- Monitor and record evaluations and feedback of all sessions delivered
- Assist with the promotion of peer support groups to staff, clients, & external organisations
- Deliver Peer Support Supervision to volunteers
- Support clients using trauma informed and person-centered approaches
- Encourage clients to establish social networks and undertake meaningful activities to develop positive coping mechanisms
- Help clients identify and achieve recovery goals, drawing on personal experiences and a range of coping, self-help and self-management techniques.
- Work with clients to talk about their distress, and how they can manage it going forward
- Support clients in the development of wellness and safety plans, recovery plans and advance directives
- Sign-post to various resources and activities in the community to promote choice and informed decision making
- Deliver training internally and to external partners
- Support other peer support activity and other projects across the organization when required

General

- Work with unconditional positive regard and empower clients to build their resilience and move forward in their recovery
- Work with a high level of awareness of safeguarding in order to both prevent and respond appropriately to abuse
- Model personal responsibility, self-awareness, self-belief, self-advocacy and hopefulness
- Participate in mandatory training as required including Peer Support Training, health & safety, safeguarding and data protection
- Participate in regular supervision
- Maintain a working knowledge of current trends in mental health, recovery and peer support
- Work within all The Cellar Trust policies including health and safety and data protection
- Work with a high degree of self-direction and autonomy
- Work in accordance with all Cellar Trust policies and procedures.
- Perform any other duties relevant to the post, taking a flexible, team-based approach to the role.

What you will get

- The chance to work for a dynamic, friendly and supportive charity.
- Opportunities to develop your skills and experience in group and courses delivery and peer support within a mental health setting, in a rewarding and fulfilling environment.
- Training and development opportunities.
- Access to our free employee assistance programme, including a 24hr helpline and counselling support.
- The option for flexible working if suited to the role – have a chat with us about your circumstances and we will see if we can accommodate your requests.

Person specification

All aspects of the person specification will be assessed through the application process with additional questions at interview stage. Please ensure that you address all of the criteria in your application.

Criteria	Essential	Desirable
Qualifications	Good general education to at least GCSE level 4 or equivalent.	Qualification in areas related to mental health and / or counselling
		Trained in Peer Support & Peer Support Supervision
Experience	Lived experience of mental health and willingness to draw on this experience to design and deliver training and group work	Experience of delivering peer support, both one to one and in a group setting
	Experience of using mental health services in the community and recovering a meaningful life	Experience of using client management systems and data entry
	Experience of facilitating groups	
	Experience of working with people with mental health problems in a supportive and enabling role (voluntary, paid or carer)	Experience in supporting people to develop recovery plans
	Experience of supporting people on a one-to-one basis	Experience of working in the voluntary sector
Skills	Language skills (spoken) in one or more of the following: Urdu, Punjabi, Polish, Bengali, Slovak.	
	Good IT skills including the use of Word, Outlook and Excel and using databases to input data.	
	Comfortable receiving complex and sensitive information and working with this in line with confidentiality and data protection policies	
	Ability to develop and maintain strong working relationships with colleagues and partners	
	Ability to plan and prioritise workload.	
Knowledge	Awareness of other mental health services in the community	
	Understanding of the issues and concerns of mental health service users	
	Understanding of the importance of safeguarding in a mental health setting	
	Understanding of the value of peer support in mental health service delivery	
	Awareness of safeguarding issues.	
	Understanding of data protection.	
Personal Qualities	Good self-awareness – ability to critically appraise own performance and be open to constructive feedback	
	Commitment to working as part of a team	
	Ability to maintain a healthy home/work life balance	
	Flexible and reliable.	
	Committed to professional and personal development	
	Committed to equity, diversity and inclusion and developing greater awareness in these areas.	

How to Apply

To apply for this post please answer these **three Qs** and submit them typed in an email or word document to recruitment@thecellartrust.org before the closing date (04 May 2022).

1. Why is it important to you to help people?
2. What skills and experience do you have for this role?
3. How do you use your values in practice?

If you would like a copy of any of the recruitment documents in another format, such as a paper copy, please email recruitment@thecellartrust.org. Only candidates invited to interview will be informed and due to the volume of applications received we may only be able to give feedback to people who are unsuccessful at interview stage.

The Cellar Trust believes in equity and we celebrate diversity. We are an inclusive workplace, where everyone is welcome and supported to be themselves. We are a Disability Confident employer and offer a guaranteed interview to candidates with a disability who meet all the essential criteria in the person specification. If you would like to request a guaranteed interview because of a disability please specify this in your application.

Please note this role requires the completion of an Enhanced Disclosure and Barring Service (DBS) check.