

## Job Description

### Outreach Wellbeing Coordinator

#### Job Details

**Job Title:** Outreach Wellbeing Coordinator  
**Hours:** 35 hours per week (Mon-Fri)  
**Salary:** £25,000 (FTE per annum)  
**Location:** Swindon (SN1)  
**Reports to:** Wellbeing Lead, Swindon

#### Job Purpose

This post will work closely with the Rough Sleeper Team providing mental health support for people experiencing homelessness. You will be working with people with mental health needs, offering wellbeing support on a 121 basis to rough sleepers identified in the borough, through outreach and practical support and to assist them through key transitions away from rough sleeping into support services offering sustainable solutions. The role will involve wellbeing planning using the 5 Ways to Wellbeing, recovery planning and signposting.

#### Key Responsibilities

- To support the delivery of the outreach service in relation to the rough sleeper's project, supporting individuals with their mental health.
- To work closely with care coordinators and other professionals within the NHS Swindon Recovery team, supporting people have been referred to the Steps Programme.
- To work as part of a multi-agency team, based over multiple sites – such as The Haven, Booth House & Mind central office.
- To attend monthly rough sleeper panel meetings.
- To attend meetings arranged by the Rough Sleeper Team.
- To attend handover meetings involving care coordinators and service user who have been referred.
- To develop a plan with the service user that they will own and be responsible for. The plan will be developed around the strengths, priorities and needs which the service user identifies as being important to them.
- To identify alternative options if they are struggling with any of the actions on their plan.
- To arrange 121 wellbeing appointments with people assigned for wellbeing support.
- To monitor individual Wellbeing Plans and provide additional support when needed.

#### Person Specification

Our duty to quality means we need a workforce that have the mandatory skills, knowledge and attitudes, in which we can continuously adapt to improve service delivery to meet the challenges and changes faced.

Experience	Essential (E) or Desirable (D)
Relevant experience of working in any health, social care, or any related voluntary organisation setting.	E
Experience of working with people who are affected by homelessness	D
	E

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Experience of supporting people with mental health problems	D
Experience of working with people with learning disabilities and autism.	
Skills and Abilities	
Able to support, coach and empower people with their Wellbeing Planning.	E
Willingness to support people with a range of needs to meet their recovery goals.	E
Understanding of the issues and concerns of individuals with mental health needs.	E
Knowledge	
<ul style="list-style-type: none"><li>• Demonstrable knowledge and experience of working with people with mental health problems</li><li>• Demonstrates a good understanding of recovery principles and the role of mental health services in the delivery of care.</li><li>• Well-developed IT skills including competent use of Microsoft Office, and the use of electronic record keeping systems.</li><li>• Knowledge of homelessness and or housing needs.</li></ul>	E
	D
	E
	D
Education/Qualifications	
Trained in an allied field such as counselling, mediation, advocacy or social work.	D
Attitudes	
A commitment to working within a framework that recognises the diversity of people and encourages equality and opportunity for all.	E

### Organisational Values

Swindon and Gloucestershire Mind have a set of values, vision and mission all of which feeds into the organisation's behavioural framework.

#### Our Values:

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

#### Our Vision:

Creating services where people are recognised, valued and supported.

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#### Our Mission:

Provide advice and support to empower anyone experiencing a mental health problem.

#### Training and Support

We see training and development as an essential investment in its own future and recognise that carefully planned and well delivered training and development increases efficiency and effectiveness at individual and service levels. All staff receive the following:

- A full induction for your job role and working environment, this includes a specific training programme pending on your role and service area.
- Regular supervision from your line manager, including professional development reviews (PDR's) and evaluating your Continuing Professional Development (CPD).
- Bi-monthly debrief meetings at alternating venues between Swindon and Gloucestershire.

We encourage all staff to participate in all team forums which can provide unique opportunities to establish critical professional prospects such as peer feedback.

#### Further Information

These duties are intended to be a guide to the post\* and should not be considered exhaustive. The role is subject to review, depending on the needs of Swindon and Gloucestershire Mind. The post holder will be encouraged to participate in any such review.

*\*Hours may change depending on the need i.e., covering absence, annual leave and sickness and will be reviewed regularly during supervision.*

#### Conditions of Employment

New employees will be subject to a six-month probationary period and will be subject to an enhanced Disclosure and Barring Service (DBS) check and references.

The safety and wellbeing of our workforce and people accessing our services is our priority, which is why it is now a condition of employment for anyone joining us that they have had the recommended coronavirus vaccine by the NHS.

To apply, please check our website:  
<https://www.sgmind.org.uk/vacancies/>

For any enquiries or questions, please email:  
[recruitment@sgmind.org.uk](mailto:recruitment@sgmind.org.uk)