



## **Positive Action for Refugees and Asylum Seekers (PAFRAS)**

### **JOB DESCRIPTION**

#### **MENTAL HEALTH SUPPORT WORKER – PAFRAS – FIXED TERM**

Hours:	28 per week
Salary:	£21,074 pro rata (£18,063 actual)
Responsible to:	Senior Mental Health Assessment Worker
Employing body:	PAFRAS Board of Trustees
Location:	PAFRAS drop-in, PAFRAS office and partner organisations.

**This post is for a fixed term until March 2021.**

The post will focus on undertaking mental health assessments and group work, providing first contact support and referral on case work to refugees and asylum seekers in Leeds, delivered as part of an integrated team at PAFRAS working from the weekly drop in and its office and partner organisations.

#### **PURPOSE OF THE JOB**

To identify and support the mental health needs of PAFRAS service users, who are predominantly destitute asylum seekers, including carrying out mental health assessments and providing short to medium term mental health support.

To liaise and develop close working links with appropriate organisations to ensure appropriate assessments and referrals are undertaken.

#### **THE EXPECTED OUTPUTS OF THE WORK ARE:**

- Direct service delivery as above with close working links with York Street Practice, Solace and IAPT services and any other appropriate Therapy/ Counselling services. Deliver appropriate assessments and ensure pro-actively supported referrals are undertaken.
- A minimum of 40 clients to be assessed over every 3 month funding period with at least 10 successfully referred on to engage with appropriate MH services.
- 3 groups per week alongside the Senior Mental Health Assessment Worker
- Contribute to the Quarterly monitoring of the use of the service
- Evidence of outcomes for service users – identifying the kind of issues raised, interventions offered, referrals made and outcomes achieved from the interventions accessed.



## **MAIN DUTIES AND RESPONSIBILITIES**

1. To provide mental health support to service users.
2. To provide mental health assessments for service services, taking into account the high levels of trauma.
3. To assess service users presenting with acute or emergency mental health problems (crisis management)
4. To facilitate support groups and offer on-to-one interventions.
5. To support service users in accessing mainstream mental health services.
6. To develop referral procedures to and from mental health services and make referrals to a range of appropriate agencies, across different sectors.
7. Work at PAFRAS drop-in, PAFRAS offices and other venues where appropriate.
8. Work in an intense and high pressured environment.
9. Maintain good standard of record keeping in accordance with relevant procedures and best practice, as required by PAFRAS.
10. Work closely with PAFRAS staff members including the Manager and Destitution Support Workers
11. Promote the aims and objectives of PAFRAS.

## **GENERAL**

1. To work at all times as part of a team. This includes working with other staff in PAFRAS, attending team and staff meetings.
2. To work flexibly in accordance with the needs of the Service, including undertaking out of hours work as required.
3. To maintain flexibility and liaise with the line-manager and team regarding service cover and other duties agreed with the line manager, including supporting volunteers and contributing to the smooth running of the drop-in.
4. To be inducted, supervised, performance monitored and appraised in line with the organisation's performance management policies and procedures.



5. To be responsible for personal learning and development where appropriate and undertake training, both mandatory and optional, to increase knowledge, skills and awareness
6. To provide monitoring information and reports as part of funding and organisational requirements and for the Board of Trustees as requested by PAFRAS management.
7. To participate in the further development of the service and organisation in conjunction with line manager, as requested.
8. To be aware of and employ the general practices of PAFRAS's Health and Safety policy and ensure these are adhered to at all times
9. To operate within the aims, policies and practices of PAFRAS.
10. To provide information about PAFRAS to people/agencies interested in the organisation's work.
11. To undertake any other duties as directed by the line manager, in line with the responsibilities of this post.



**PERSON SPECIFICATION - SELECTION CRITERIA: PAFRAS - MENTAL HEALTH SUPPORT WORKER – JUNE 2019**

	<b>ESSENTIAL CRITERIA</b>	<b>METHOD OF ASSESSMENT</b>	<b>DESIRABLE</b>	<b>METHOD OF ASSESSMENT</b>
<b>SKILLS</b>	<ul style="list-style-type: none"> <li>• Accurate holistic mental health assessment skills.</li> <li>• Able to identify mental health issues from minor to severe</li> <li>• To work as an autonomous practitioner</li> <li>• Excellent verbal and written communication skills including being able to communicate effectively with people from different cultures and backgrounds, also via interpreters.</li> <li>• Good organisational, time management skills, manage own workload and work under pressure,</li> <li>• Good level of computer skills, e.g. word, outlook.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/ Interview/ Test</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to speak a community language</li> <li>• Counselling skills</li> <li>• Advice work.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/ Interview/</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Working with asylum seekers and refugees</li> <li>• Working with service users who have minor to severe mental health problems and/or who have experienced trauma and crisis.</li> <li>• Caseload management</li> <li>• Ensuring compliance with referral procedures.</li> <li>• Effectively working with external agencies from a range of sectors e.g. public and voluntary.</li> <li>• Working as part of a team with positive contributions</li> <li>• Excellent record keeping.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/ Interview/ Test</li> </ul>	<ul style="list-style-type: none"> <li>• Advocacy work</li> <li>• Facilitating therapeutic groups</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/ Interview/</li> </ul>
<b>KNOWLEDGE/ UNDERSTANDING</b>	<ul style="list-style-type: none"> <li>• Knowledge of mental health practice issues, service legislation etc.</li> <li>• Individual care planning.</li> <li>• Understanding of mental health needs of asylum seekers and refugees and the specific needs of destitute asylum seekers</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/ Interview/ Test</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of Leeds Organisations/ Pathways</li> <li>• Benefits and Welfare rights.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/ Interview/</li> </ul>

	<ul style="list-style-type: none"> <li>• Understanding of complex contributory factors to mental health and wellbeing of service user group.</li> <li>• Knowledge of child protection issues and safeguarding children and adult</li> </ul>			
<b>ATTITUDES AND DISPOSITION</b>	<ul style="list-style-type: none"> <li>• Commitment to PAFRAS aims and values</li> <li>• Commitment to respecting diversity and anti-discriminatory/anti-oppressive practices</li> <li>• Commitment to personal responsibility and promoting this with other people.</li> <li>• Commitment to personal development, learning and reflective practice.</li> <li>• Open to change in line with the needs of the service/organisation.</li> <li>• A commitment to working in partnership with service users.</li> <li>• Willingness to be managed and supervised.</li> <li>• An ability to work flexibly according to needs of the service.</li> <li>• Commitment to team working.</li> </ul> <p>Ability to keep confidences (within the policy of the organisation).</p>	<ul style="list-style-type: none"> <li>• Application Form / Interview</li> </ul>		
<b>EQUAL OPPORTUNITIES</b>	<ul style="list-style-type: none"> <li>• Must be able to recognise discrimination in its many forms and be willing to put into practice PAFRAS's Equality Policies.</li> <li>• Must be sensitive to the needs of disadvantaged groups in the planning and delivery of services.</li> <li>• A commitment to provide high quality services to the diverse communities of Leeds.</li> </ul>	<ul style="list-style-type: none"> <li>• Application Form / Interview</li> </ul>		
<b>QUALIFICATIONS</b>			<ul style="list-style-type: none"> <li>• Relevant mental health qualification</li> </ul>	<ul style="list-style-type: none"> <li>• Application Form</li> </ul>



August 2019