**Perinatal Support Group Facilitator - Job Description**

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| **Role Title:** | Perinatal Support Group Facilitator |
| **Reports to:** | Self-Help Groups Manager |
| **Pay & Conditions:** | £13.30 per hour, £2,766 per year (£25,070 full time equivalent salary)22 days annual leave + statutory bank holidays (pro rata) |
| **Location:** | Westhoughton & MhIST office in Bolton Centre & Working From Home |
| **Hours:** | 4 hours per week (1.5 hour weekly group + 2.5 hours admin time). There will be occasional evenings and weekends. |
| **Contract:** | 12-month fixed term contract – extension subject to funding. |
| **DBS information:** | This role requires an enhanced DBS check for both Child and Adult workforces. This will be conducted at MhISTs expense. |

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| **About MhIST**Mental Health Independent Support Team (MhIST) aims to create a society where people with mental health problems are accepted and empowered to improve their quality of life. We do this by providing a friendly, safe and positive environment for people with mental health problems. We give people the skills and tools to self-manage their emotional wellbeing. MhIST has worked in Bolton since 1992, employs 24 staff and has a team of over 100 volunteers. MhIST’s services include: Counselling, Self-Help peer support groups, Advocacy and Information, Advice and Guidance. |
| **Scope of the job**The Perinatal Support Group Facilitator is responsible for facilitating a weekly support group for parents who are struggling with their mental health, whose children are pre-birth or 0-2 years old. The Facilitator will lead the peer support group in Westhoughton, set goals with participants and facilitate opportunities for parents to improve their mental wellbeing as well as bond positively with their baby. The Facilitator will complete administration requirements for attendees, contribute to reporting the project’s outcomes back to funders and attending relevant networks and events to do with the project. They will also attend MhIST regularly to contribute positively to being part of the MhIST team and participate in team meetings and training. |

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| **Key Activities** |
| Delivering the Peer Support Group* Plan and organise the material to deliver within the group
* Lead the weekly support group supporting parents with their mental health and facilitating positive bonding exercises with their baby
* Liaise with the Westhoughton Hub regarding room bookings and practical arrangements
* Work individually with participants to provide support and set goals and refer onto other MhIST programmes where appropriate

Administration & Marketing* Promote the group through leaflets, word of mouth, social media to attract new attendees
* Work with the MhIST team to ensure the website and social media is kept up to date
* Use MhIST’s database to register attendance at the group
* Monitor progress of the participants against the goals
* Complete quarterly monitoring forms of progress and gather case studies
* Attend occasional networks/events to promote the project

MhIST* Communicate with and regularly meet the Self-Help Groups manager to receive support and provide updates and development
* Visit the MhIST office regularly (e.g. every couple of weeks - to be agreed with line manager) to collaborate with MhIST colleagues
* Positively contribute to and attend occasional staff meetings and training
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| **Key Skills, Attitudes, Expertise and Qualifications** |
| **Essential** |
| Lived experience and/or strong empathy and understanding of perinatal mental health issues  |
| Evidence of a commitment to continuing learning and professional development |
| Experience of supporting people individually and in a group setting  |
| Knowledge, or experience of the issues that people with lived experience of poor mental health face and the impact this has on their lives |
| Ability to create a sense of belonging through development of kind relationships that lead to people feeling accepted and able to contribute |
| Ability to ensure clear and consistent communications with people and partners |
| Excellent organisational skills |
| Commitment to ensuring equality of opportunity and access for all |
| A proactive approach, including an ability to work on your own initiative, as well as part of a team |
| Strong problem solving skills, with a flexible and pragmatic approach to reaching appropriate solutions |
| An understanding of and commitment to data protection and confidentiality issues. |
| Demonstrable understanding of safeguarding issues and the management of risk |
| Competent user of IT |
| **Desirable** |
| Perinatal qualification |