



## Job Description and Person Specification Team Leader (Reach)

<b>POST:</b>	<b>Team Leader (Reach)</b>
<b>LOCATION:</b>	<b>Shipley plus CMHT sites across Bradford district</b>
<b>GRADE / SALARY:</b>	<b>E2 £29,000 FTE per annum</b>
<b>HOURS:</b>	<b>Up to 37.5 hours per week</b>
<b>ACCOUNTABLE TO:</b>	<b>Head of Operations</b>

### **Purpose of the Job:**

Day-to-day operational management and leadership of a community support team working alongside the Community Mental Health Teams (CHMTs) to support clients with serious mental illness (SMI) to reach their goals.

### **Main Duties:**

- Line management of the Reach team.
- Data collation and analysis to produce monthly project monitoring and reporting.
- Proactive management of the contract to ensure targets are met.
- Hold a small caseload, as needed, to cover any absences in the team.
- Develop partnerships and maintain the Reach team profile through the delivery of updates and strategy meetings with external partners.
- Support the development, promotion, and evaluation of the Reach project.
- Gather and share learning and best practice which can be used for future projects.
- Maintain up to date knowledge of current issues/best practice in mental health.
- Work in line with all relevant safeguarding policies and procedures, ensuring concerns are escalated appropriately.

### **Values and Behaviours:**

- Create and maintain a culture of respect always challenging and rooting out discrimination and stigma.
- Demonstrate a consistent belief in people and tenacity in supporting people to improve their future.
- Be passionate about our work and inspire others to feel the same.
- Be committed to doing things well and always look for opportunities for improvement.
- Model excellent partnership and team working.



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### PERSON SPECIFICATION

Listed below are the knowledge, experience skills and values you'll need to do this job, we will assess these through your application or through tests or interviews after shortlisting.

<b>Knowledge</b>	<b>Method</b>
A relevant degree, equivalent qualification, or significant equivalent experience	<b>Application</b>
Awareness or knowledge and/or lived experience of the challenges facing people who have difficulties relating to their mental health.	<b>Application Assessment</b>
Knowledge of a range of mental health issues and services	<b>Assessment</b>
Practical and current understanding of safeguarding and managing risk in a clinical setting.	<b>Assessment</b>
<b>Experience</b>	
At least 2 years' experience of working one to one with clients who face challenges with their mental health, including with clients who have SMI.	<b>Application</b>
2 years' experience of leading and managing people	<b>Application</b>
Experience of working in in a multi-agency health or social care setting	<b>Application Assessment</b>
Experience of using IT systems to record client notes	<b>Application</b>
<b>Skills</b>	
Supervisory and people management skills	<b>Assessment</b>
Effective written and verbal communication skills	<b>Application Assessment</b>
Ability to collate and interpret data for relevant audiences	<b>Assessment</b>
Cross sector partnership working	<b>Assessment</b>
<b>Values</b>	
A firm belief that all people matter and deserve respect	<b>Assessment</b>
An evidenced belief that everyone can change	<b>Assessment</b>
A track record of delivering on your commitments	<b>Assessment</b>
A personal commitment to equality, diversity, and inclusion	<b>Assessment</b>