

JOB DESCRIPTION

1.	Service:	Mental Health
	Location:	Community Network
	Job Title:	Community Access Worker
	Grade:	SCP 25-28
	Post No.:	
	Reports to:	Line manager- team leader

2. Context and Purpose of the Job

- To develop access routes into a range of activities in the natural community alongside other members of the public

3. Accountable for:-

3.1. Key Accountabilities Specific for This Post

- To demonstrate an understanding of people with mental health problems, particularly as this relates to access to community inclusion. To support people with mental health problems in making informed choices about their own community participation. To negotiate opportunities for people with mental health problems to participate in community life.
- To demonstrate experience and knowledge of a wide range of opportunities in the community. To be responsible for the compilation of an up-to-date database of opportunities available in the community. This involves detailed research and networking into the statutory, voluntary and commercial sector. It includes specific searches for resources which are targeted at minority and under-represented groups.
- To advertise and market information about current opportunities for community participation to service users. Material will be presented to users and staff in an attractive and accessible manner.
- To build partnerships with other agencies so as to foster understanding, access resources and create a wide spectrum of opportunities for people with mental health problems. This will include identifying, challenging and working with fear or prejudice about mental illness. The worker will promote awareness of users' rights to access all services and provide support to the agency to facilitate successful opportunities. Support may include encouraging agencies to develop new arrangements.
- To demonstrate good communication skills with users, staff and agencies in the community and an ability to work across agencies that may have different

aims and value systems. To ensure that ongoing support is available for service users and community organisations.

- To utilise a thorough knowledge of how to become involved in community groups and how relationships are built and maintained. In consultation with others at the placement site and elsewhere, to review the progress that service users make in the placement environment.
- To work directly with identified individuals in community settings, supporting the person to participate to a maximum extent as a full and equal member of the setting.
- To provide support to people in the host agency in order to facilitate successful placement.
- To work as part of the team and be creative, flexible, innovative, tenacious and supportive. To work flexible hours in order to achieve the Team's objectives.

3.2. Financial And Asset Responsibilities - None

3.3. Staff Responsibilities -

3.4. Other

4. Promotion of Corporate Values

- To ensure that customer care is maintained to the agreed standards according to the council's values
- To ensure that a high level of confidentiality is maintained in all aspects of work.
- To encourage and develop optimum performance from staff and underline the corporate approach to customer needs as reflected in the council's structure and style.

5. Flexibility

In order to deliver the service effectively, a degree of flexibility is needed and the post holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.

6. The Council's Commitment To Equality

To deliver the council's commitment to equality of opportunity both in the provision of services and as an employer. All staff are expected to promote equality in the work place and in the services the council delivers.

PERSON SPECIFICATION

Service:	Adult Social Services
Location:	Community Network
Job Title:	Community Access Worker
Grade:	
Post No.:	
Reports to:	

Post Requirements	Essential/ Desirable	Criteria	Assessed from:
Experience relevant To post	E	Knowledge of community resources with the ability to build and maintain good relationships and links.	A
	E	Interest in with working with people with complex mental health issues.	A
	D	An insight into difficulties faced by people with mental health issues within the wider community.	A+I
	D	An understanding of the risk assessment process both for vulnerable adults and community venues.	A+I
Competencies and Special aptitudes	E	Ability to manage time and work independently.	A+I
	E	To be innovative and enthusiastic within developing this role.	A+I
	E	Good organisational and communicational skills, focusing on the ability to form cohesive relationships with other organisations and community resources.	A
Knowledge relevant to job	E	To be able to demonstrate knowledge of a wide range of opportunities in the immediate and wider communities.	A+I
	D	To be able to compile an up-to-date database of opportunities available in the community, involving detailed research and networking into the statutory, voluntary and commercial sector.	A
	D	To be able to search for resources which are targeted at minority and under-represented groups.	A+I

Post Requirements	Essential/ Desirable	Criteria	Assessed from:
	D	To be able to facilitate, plan and co-ordinate support with individual social inclusion plans, involving individual or group work	A+I
Education	E	Good literacy and numeracy skills	A
	D	Choice and Independence agenda and an understanding of Social Inclusion.	I
	D	Basic statutory training in Health & Safety, Risk Management, Safeguarding Adults etc	I+A
	E	Ability to use and develop I.T skills.	A
Training	E	Willingness to develop skills and access training.	A+I
Special job requirements	E	Ability to work flexibly to meet the needs of the service including working evening if required.	A+I
	E	Ability to work as part of a multi skilled team.	A+I
	D	Ability to manage and support positive change within a developing service.	A+I
	D	An understanding of the use of confidentiality.	A+I
Genuine Occupational qualification relevant within the terms of the legislation		n/a	
Commitment to council's Aims and Values	E	Commitment to the social inclusion agenda	A+I
	E	Commitment to choice and independence.	A+I
	E	Commitment to and an understanding of equal opportunities.	A+I
	Key: E = Essential D = Desirable		Key: A = Application Form I = Interview T = Test

The information on this form will be the basis on which the applicants will be assessed for short listing purposes.