

GLASGOW ASSOCIATION FOR MENTAL HEALTH

JOB DESCRIPTION

POST: PROJECT WORKER

ACCOUNTABLE TO: PROJECT LEADER

REPORTS TO: TEAM COORDINATOR

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GAMH - Our Approach

Glasgow Association for Mental Health is an independent Scottish charity that provides community based support to the people of Glasgow and their communities. The services and opportunities we offer help people who are recovering from mental health problems live the lives THEY want to live. We also support Carers, including Young Carers and promote the equality, inclusion and human rights of people who have been affected by mental ill health.

We work with people in ways that encourage hope (belief that recovery is possible) learning and self confidence. We recognise that people are the experts in their own lives and their own health They are experts by experience and have the right to make their own choices and decisions.

We recognise that the effects of inequality and stigma and discrimination make recovery more difficult than it should be and undermine people's sense of wellbeing. As an organisation we work to ensure that both as a service provider and as an employer, we avoid discrimination and promote fairness and inclusion for everyone.

Purpose

The role of the Project Worker will contribute to the effective delivery of our community based support services ensuring that they meet key service objectives and the expressed needs of service users and carers.

The Project Worker will provide first line management to the Assistant Project Workers.

Line Management Tasks

To provide first line management to Assistant Project Workers using established supervision and performance management systems.

To supervise team members to carry out their support activities, roles and responsibilities effectively.

To contribute to the personal development of self and the team of Assistant Project Workers in conjunction with the Team Coordinator/Project Leader.

To use agreed systems, procedures and practice for assessments, personal plans and reviews in conjunction with the Team Coordinator.

To contribute to the development of systems to manage risk to self, others and team members.

Specific Responsibilities – Service Delivery

To work in partnership with the service user or carer to identify support goals and to regularly review user defined outcomes under the supervision of the Team Coordinator.

A key task will be to promote social inclusion and recovery by facilitating opportunities for service users and carers to build networks of support so that they are more connected with their community and have links with other people and resources that are important to their health and wellbeing.

To work collaboratively with the service user to ensure that they can fully participate in their individual support plan, the direction of GAMH services and the organisation as a whole by encouraging involvement in GAMH forums and groups.

To support service users and carers to increase and/or develop interests, skills and capabilities to encourage them to participate fully in their own communities.

To encourage service users' to build meaningful networks within the community through participation in support opportunities and activities and enabling access to mainstream community based resources and services.

To support service users to sustain their tenancies and build a sense of home.

To participate in and facilitate other support opportunities as directed

To use the team approach to plan and offer support as identified in the Personal Support Plan in partnership with the service user and other stakeholders.

To implement agreed team working practices which ensure participation of all team members and encourage effective and safe practice

To review with the Assistant Project Workers the outcomes of agreed support and service arrangements and to provide feedback to the Team Coordinator/ Project Leader on individual and team performance based on objective assessments.

Practice Development Tasks

To identify the strengths of Assistant Project Workers and areas in need of development through supervision and performance management systems and record and report these to the Team coordinator/Project Leader.

To work in partnership with service users and carers, key people and others within and outside GAMH to promote service user and carer's choice about their support

To supervise and provide guidance to Assistant Project Workers to ensure compliance with systems procedures and practice that support positive outcomes for service users and carers.

To use organisational procedures to improve and challenge poor practice and to record and report any issues to the line manager. .

Safe Guarding

1. Attend mandatory Safe Guarding training to promote understanding of key Safe Guarding issues and understand and implement GAMH Adult Protection/Child Protection policies and procedures.
2. Promote the protection of carers including ensuring that you can access and understand information about the legal and organisational requirements for the protection of adults and children.
3. Act in accordance with GAMH Safeguarding policies and procedures that support the safeguarding of individuals from harm or abuse at all times.

Health and Safety

Work effectively and follow lone working practices which encourage effective and safe practice.

Ensure that you are aware of and comply with GAMH policies, procedures and practices designed to protect the health, safety and security of all employees.

(GDPR)General Data Protection Regulations

GAMH complies with all aspects of data protection and takes seriously its duties, and the duties of its employees, under the General Data Protection Regulation 2016.

The GDPR (2016) applies to personal information that is "processed". This includes obtaining personal information, retaining and using it, allowing it to be accessed, disclosing it and, finally, disposing of it.

The Carers Support worker will be expected to adhere to the organisations Data Protection and Data Management Policy.

Will ensure that records and reports are stored and shared within confidentiality agreements and according to legal, work setting and other agency agreements and requirements

Will ensure that records and reports are accurate, concise, objective, understandable and legible.

Other

To take responsibility for and keep up to date with current practice and maintain records of your own personal and professional development, according to legal and organisational requirements.

To ensure that the Scottish Social Services Council (SSSC) Codes of Practice are complied with at all times.

To participate in out-of-hours work.

To carry out any other duties and responsibilities consistent with the post as directed by the Team Co ordinator/ Project Leader.