



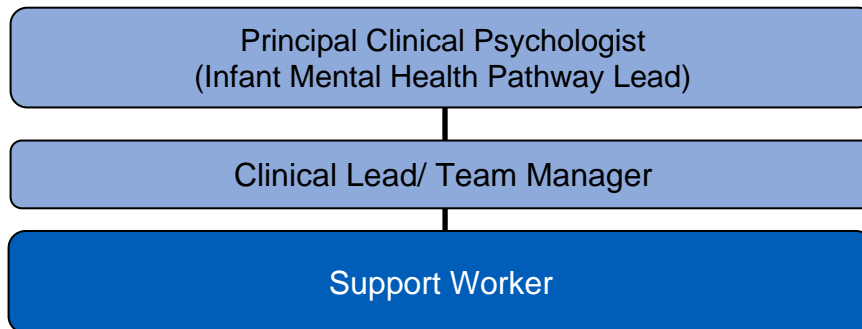
### Job Description

<b>Job Title</b>	Support Worker – Infant Mental Health
<b>JD ref no.</b>	
<b>Band</b>	Band 4
<b>Service area</b>	Little Minds Matter: Bradford Infant Mental Health Service
<b>Location</b>	Woodroyd Medical Practice
<b>Operationally accountable to:</b>	Principal Clinical Psychologist & Infant Mental Health Pathway Lead
<b>Professionally accountable to:</b>	Principal Clinical Psychologist & Infant Mental Health Pathway Lead

#### 1. Job Purpose

To support parent-infant relationships across Bradford City and District. This will include direct clinical work and may also include supporting all other strands of the service: consultation, training, and community engagement. The role will involve maintaining oversight of, and involvement in, the delivery of Circle of Security parenting groups, in collaboration with other key professionals.

#### 2. Organisational Chart



#### 3. Main Duties

- To maintain oversight of, and involvement in, the delivery of Circle of Security parenting groups, in collaboration with other key professionals and the admin team.
- To co-facilitate the Circle of Security parenting groups, undertaking training in the model.



- To undertake Circle of Security assessments appropriate to skills and training, supporting a holistic, person-centred approach for service users.
- To provide support to Little Minds Matter parents/ carers and babies, promoting the parent-infant relationship through provision of emotional support and psycho-education (with support and oversight from Little Minds Matter therapists) e.g. early brain development; infant states and cues; supporting parents to access groups and wider community activities.
- To support delivery across the four service strands (direct clinical work; consultation; training; community engagement) where required.
- To maintain accurate and up-to-date records of all work, adhering to Trust standards for record keeping.
- To liaise with health, social and voluntary care organisations to ensure effective assessment and to provide feedback on outcomes.

#### 4. Working as Part of a Team

- To contribute to multidisciplinary assessment and intervention where appropriate.
- To attend and contribute to appropriate multi-disciplinary meetings, as required.
- To listen and be open to the views of others.
- To actively work to develop and maintain positive relations with people.
- Ensure the health, safety and security of people and their belongings.

#### 5. Communications & Working Relationships

- To develop constructive working and therapeutic relationships with parents/ carers and their families and communicate effectively with them and the networks surrounding them.
- To develop constructive working relationships with the service.



- To develop constructive working relationships with workers external to the Service and contribute to the development of effective communication between other primary, secondary and tertiary agencies involved in mental health provision.
- To communicate effectively with special interest networks and organisations liaising with the Service and BDCFT.

## 6. Special Working Conditions

- The post holder must be able to travel to various sites across the Better Start Bradford area.
- Physical effort may be required in the transport of literary material.

## 7. General

- Promote the Little Minds Matter commissioned service missions and values.
- Comply with all relevant statutory obligations including upholding legislation and professional codes of conduct.
- Being aware of the requirements of the Mental Health Act 1983.
- Ensure all work undertaken is within the framework, objectives and principles of clinical governance.

## 8. Managing Self

- Participate in regular supervision.
- Ensure all work undertaken is within the framework, objectives and principles of clinical governance.
- Attend all mandatory training.
- Participate in appraisal and identify and agree own development needs through this.
- Carry out duties with due regard to the Trust's equal opportunities policy.
- Seek advice and support from the Clinical Lead whenever necessary.
- Pay regard to materials and equipment.
- Comply with all Trust policies, procedures, and protocols.



## 9. Staff Supervision & Support

- No supervision of other staff required.
- The post-holder will be supervised by a member of the Little Minds Matter team.

## 10. Financial Responsibility

No financial responsibility.

## 11. Safeguarding

All staff members have a duty to report any concerns they have about the safety or wellbeing of adult service users, members of their families, including children. Employees should be aware of their roles and responsibilities to both prevent and respond appropriately to abuse. They should undertake the safeguarding training required for their particular role.

## 12. Respect for Patient Confidentiality

The jobholder should respect patient and team confidentiality at all times and not divulge patient information unless sanctioned by the requirements of the role.

## 13. Core Values

Below is the Trust's Vision, Aims and Corporate Priorities. The Corporate Priorities are what the Board has identified as specific priorities. The Trust's vision statement is:

Everything we do over the next five years will contribute to one or more of these four goals to achieve our vision of connecting people to the best quality care, when and where they need it, and be the best place to work.

### Our Purpose

To create connected communities and help people to feel as healthy as they can be at every point in their lives

### Our Vision

To connect people to the best quality care, when and where they need it and be a national role model as an employer

### Our Values

We Care - We act with respect and empathy, and always value difference



We Listen - We understand people's views and respond to their individual needs

We Deliver - We develop and provide excellent services and support our partners

### **Our Goals**

#### **Our services**

- To provide seamless access to the best care
- To provide excellent quality services

#### **Our community**

- To provide our staff with the best places to work
- To support people to live to their fullest potential, to be as healthy as possible

## **14. Core Statements**

1. Infection Control - All clinical and non-clinical staff groups Responsible for, in respect to your area of work, for ensuring so far as is reasonably practicable and in accordance with Trust policies that you are aware of your individual responsibilities in regard to infection prevention and control this requires you to:

- Maintain safe infection prevention and control environment for yourself and others.
- Be familiar with and comply with current infection prevention and control, guidelines, policies and procedures.
- Raise matters of non-compliance with your manager.
- Attend infection prevention and control mandatory training as dictated by your manager.
- Be appraised in relation to infection prevention and control.

2. Risk Management

**All staff need a basic working knowledge of risk management. They all have a responsibility to identify and report risks, hazards, incidents, accidents and near misses promptly, in accordance with Trust Policy. All staff must be familiar with emergency procedures, risk management systems and incident management in their workplace.**



### 3. Health and Safety

All employees have a responsibility under the Health and Safety at Work Etc Act 1974 for their own health, safety and welfare and to ensure that the agreed safety procedures are carried out to provide a safe environment for other employees and anyone else that may be affected by the carrying out of their duties.

Employees must co-operate with the Trust in meeting its statutory obligations with regard to health and safety legislation and must report any accidents, incidents and problems as soon as practicable to their immediate supervisor.

The Trust has a written health and safety policy which employees have a general duty to read in order that they are fully conversant with its requirements.

### 4. Patient care

Bradford District Care NHS Foundation Trust is committed to ensuring the highest standards of care and treatment and expects that **all** staff employed within the organisation will treat service users, their carers, relatives and friends with dignity and respect at all times during their contact with services we provide.

### 5. Information Management

All members of staff are bound by the requirements of the Data Protection Act 1998 and any breaches of the Act or of the confidential nature of the work of this post could lead to dismissal.

The post holder is responsible to learn about information governance, to help ensure that best practice guidelines are followed and personal information is managed to benefit patients, clients and members of staff.

The post holder is required to sign the declaration form to confirm they have read and understood the booklet and leaflet regarding information governance, which will be kept by the HR team in the post holder's personnel file.



**Little Minds Matter**  
Bradford Infant Mental Health service



**Bradford District Care**  
NHS Foundation Trust

<b>Job title: Support Worker – Infant Mental Health</b>			
<b>Post ref:</b>			
<b>Band: Band 4</b>			
<b>Job purpose:</b> To support parent-infant relationships across Bradford City and District. This will include direct clinical work and may also include supporting all other strands of the service: consultation, training, and community engagement. The role will involve maintaining oversight of, and involvement in, the delivery of Circle of Security parenting groups, in collaboration with other key professionals.			
<b>Attributes</b>	<b>Essential criteria</b>	<b>Desirable criteria</b>	<b>How Identified</b>
QUALIFICATIONS	<p>Qualified to Level 3 or above in social care, health, education or equivalent such as Early Years Development, Community Development, Youth &amp; Community, Working with Families or Family Support.</p> <p>Recent evidence of professional development in a relevant field.</p>	Previous experience of working with parent-infant relationship difficulties.	Application Form / Interview / Certificates





**Little Minds Matter**  
Bradford Infant Mental Health service



**Bradford District Care**  
NHS Foundation Trust

<p><b>EXPERIENCE</b></p>	<p>Proven experience of child and adult safeguarding issues in a multi-agency arena.</p> <p>Experience of facilitating activities and groupwork in community settings.</p> <p>Experience of working in a diverse team</p>	<p>Experience of engaging with community members from marginalised communities and/or groups.</p> <p>Experience of working with people within a mental health context.</p> <p>Experience of working with infants or children and / or families.</p> <p>Experience in small-scale events /project management.</p>	<p>Application Form / Interview</p>
<p><b>KNOWLEDGE</b></p>	<p>Understanding of social and emotional development pre-natally, in infancy and early childhood.</p>	<p>Understanding of the social, emotional and relational implications of early trauma and emotional harm.</p>	<p>Application Form / Interview</p>







**Little Minds Matter**  
Bradford Infant Mental Health service



**Bradford District Care**  
NHS Foundation Trust

<p><b>SKILLS</b></p>	<p>High level of communication skills (written and verbal) including an ability to communicate and work in settings in which the atmosphere may be highly emotive.</p> <p>An interest in working with infants, their caregivers and practitioners working with families with infants and young children</p> <p>Ability to apply existing knowledge in a developmental and mental health context.</p> <p>Ability to interact effectively with staff from all disciplines.</p> <p>Ability to work at an appropriately independent level, reliably, and consistently with work agreed and managed at regular intervals.</p> <p>Strong administration skills with proficiency in IT.</p> <p>Knowledge of health and safety issues and an ability to take responsibility for the health, physical well-being and safety of the adults and children attending the service or activity.</p>	<p>Experience in delivering training.</p> <p>Proficiency in social media, MS Office and creative design software.</p>	<p>Application Form / Interview</p>
<p><b>ATTITUDE / APPROACH</b></p>	<p>Reliable, tolerant, enthusiastic, honest and trustworthy. Motivated, with initiative.</p> <p>Commitment to ethos of the clinical service and multidisciplinary team working.</p> <p>Commitment to equal opportunities and anti-discriminatory practice.</p>		<p>Application form Interview</p>





**Little Minds Matter**  
Bradford Infant Mental Health service



**Bradford District Care**  
NHS Foundation Trust

	<p>Willing to be flexible and adaptable in accordance with changing service operational priorities.</p> <p>Supports Trust mission values and operational priorities.</p> <p>Willing to develop skills and aptitudes through appraisal.</p>		
TRAINING	Willing to participate in any relevant training identified to develop skills required to carry out duties		Application Form / Interview / References
PHYSICAL	Able to undertake the demands of the post with reasonable adjustments where required.		Occupational Health Screening
GENERAL	<p>Ability to accept and use supervision appropriately and effectively.</p> <p>Ability and willingness to adopt a flexible approach to work on the occasions it may be required.</p>		Application Form / Interview

