

Mental Health and Wellbeing Coach: Bespoke Repatriation service

Applicant Information Pack



Alternative formats

If you require this document in an alternative format, such as large print or a white or coloured background, please contact our Communications team.



unitedwelsh.com/contact



tellmemore@unitedwelsh.com



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About Us

The United Welsh Group is an award-winning, not-for-profit organisation providing homes and related services in South Wales. We are passionate about building homes, creating communities and transforming lives.

United Welsh provides almost **6,500 affordable homes** for people to enjoy a warm, safe place to live, with support from us.

We work hard to make a difference and step up when our communities need us. Providing homes is just the start.

We help people to live **happily and independently**, and we are ambitious about how we can help people to live their best lives.

We work with a range of partners including local and national government, the NHS and community organisations to improve wellbeing, tackle poverty, invest in greener communities, and challenge inequality at every turn.

The United Welsh Group employs over **400** people. The Group includes our repairs and maintenance service Celtic Horizons; timber frame home manufacturer Celtic Offsite and Harmoni Homes Ltd, which builds affordable homes and homes for sale.

Life at United Welsh centres around our culture. We **live by our values** which connect us and inspire us, guiding our strategies as well as the decisions we make day to day.



About Us

United Welsh

**Celtic Horizons
Ltd**

**Harmoni
Homes Ltd**

Developing homes for
United Welsh

**Celtic
Horizons**

Repairs and
maintenance

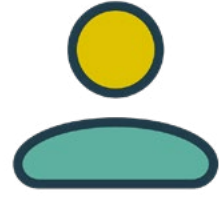
**Celtic
Offsite**

Timber frame
factory

The Celtic
Horizons repairs
and maintenance
service for
United Welsh
is delivered in
partnership with
Mears Ltd



Job Profile



Mental Health and Wellbeing Coach

Reporting to
Team Leader

Broad purpose of the post

We are looking for someone with passion and drive to join our Bespoke Repatriation service team, enabling patients to thrive and work towards an independent future.

This role will support delivery of a 24/7 support service in partnership with Aneurin Bevan University Health Board (ABUHB). The service will support patients transition from secure hospital residential settings into a supported community setting. The service will also aid the transition from CAMHS into Community Mental Health Teams. Eventually, the service will aid the individual to then transition into independence within the community.

As a psychologically informed service, delivery will be underpinned by the application of evidenced based practice, with a focus on using the principles of Structured Clinical Management (SCM). The service will be supported by the Intensive Case Management team at ABUHB to develop support plans which are underpinned by the principles of Structured Clinical Management (SCM).

SCM is an evidenced based approach that enables generalist mental health practitioners to work effectively with complex mental health difficulties. It is a goal focused, supportive approach with case management and advocacy support. There is an emphasis on problem solving and effective crisis planning.

- There are three positions available with six-month temporary contracts until August 2024, with a potential extension depending on funding
- This role will be cover Caerphilly, Newport, Abergavenny and Caldicot
- The team work 37.5 hours on a shift basis, covering Monday-Sunday. Shifts consist of mornings, afternoons, nights and weekends
- £25,116 per annum with a monthly discretionary cost of living payment of £146.22 per month until 31st March 2024

Key Accountabilities



- Be willing to work towards Care Inspectorate Wales related qualification.
- Be responsible for administration and supervision of medication (training will be provided).
- Ensuring service users have choice and control in the delivery of their support and that they are equal partners in developing the service.
- Front-line support of service users, primarily based over two sites in Brynmawr and Blaina. Travel will be required.
- Reacting quickly and positively to the individual needs of service users. You will be proactive, consistent, compassionate, flexible and focused on enabling the service user to thrive within a new environment and surrounding relationships.
- Providing practical support like supporting individuals in Care and Treatment Plan reviews, medical appointments, community activities, assisting with emotional regulation, problem solving and relationship building. Staff will also support complex behaviours that may include self-harm and suicidal ideation.
- Engagement in reflective practice, supervisions and team meetings, ensuring continuous improvement and service development is prioritised.
- Actively promoting the standards underpinned by a Psychologically Informed Environment in all aspects of service delivery and support.
- Updating daily records, incident reports, and escalating safeguarding issues as needed to team leader or the intensive care team.
- Taking regular measurements and resident feedback, enabling service review and improvements as needed. Providing feedback for monthly and quarterly reporting.
- Developing and maintaining positive relationships with a range of key stakeholders and partners, including key relationships within ABUHB, housing providers, the local authority and the third sector.



Personal Requirements

- An ability to build trusting therapeutic relationships with those people who use the service. You will understand the value of setting safe boundaries and expectations and be able to do so whilst modelling positive relationships, care, kindness, and compassion.
- A high level of emotional intelligence; to be non-judgemental, resilient, and empathic. This candidate will also be a strong communicator and be confident in influencing and leading others.
- Understanding of PIE, ACEs, and strength/restorative-based approaches.
- Experience of representing and advocating needs of service user and staff needs.
- Experience of working with individuals with complex mental health needs, disrupted attachments and interpersonal difficulties and challenging behaviour.
- A willingness to reflect positively on feedback with a desire to further personal learning.
- You will be able to work under your own initiative and be responsive to changing priorities
- You will have a good understanding of the wide range of community and third sector organisations operating across Gwent and be proactive in establishing links with these.
- You must have a full driving licence and be prepared to travel as part of this role.
- The rota is a rolling rota covering six weeks. This rota includes shift patterns that cover mornings, afternoons, nights, and occasional weekend working.

The Essential Criteria stated within the Personal Requirements will be used for shortlisting purposes. However, all criteria will be considered in the process of making an appointment.

This role may require a DBS check. This will be conducted as part of the recruitment process for the successful candidate.

Hear from staff

Fiona Tilbury, Mental Health and Wellbeing Coach for our Bespoke Repatriation Service

“As a Mental Health and Wellbeing Coach, my role involves a mix of working within our community supporting residents, and working from home.

“I support residents by helping them settle into their new community and providing guidance with day-to-day tasks, with the goal of them living fulfilled lives independently.

“Working within this team’s supportive culture is incredibly rewarding, exciting and challenging, and no day is ever the same. I’m empowered to work off my own initiative, with the support of the team always available to me when I need it.”



Terms and Conditions

Current Salary

Total salary is **£25,116 per annum** with a monthly discretionary cost of living payment of £146.22 per month until 31st March 2024

Pension Plus

While working at United Welsh you are eligible to join our pension scheme. United Welsh partner with the **Social Housing Pension Scheme (SHPS)** to deliver our pension provision for employees.

The **Defined Contribution Scheme (DC)** matches employee contributions up to 10%. It is a salary sacrifice scheme, so deductions are taken before tax.

Leave

- **30** days plus Bank Holidays
- **Two** United Welsh Gifted Days - an additional two gifted days, usually to be taken during the office closure over the festive period.

Additional Benefits

- **30 days** annual leave and bank holidays
- An additional **two gifted days** to be taken over the seasonal period.
- A company culture that promotes **work life balance**
- **Flexible** working
- Opportunities to be involved in 'Can Do' days, giving back to the communities where we work
- A half a day's leave under the 'School Starter Scheme'
- Free **fruit, fresh filtered water, tea and coffee** within our offices
- **Cycle to Work** Scheme
- One year's **paid subscription to professional body** (one membership per year)
- **Free eye tests** at Specsavers and a contribution towards the cost of prescription glasses
- Access to our **internal coaching and wellbeing services** that are devoted to supporting professional and personal development
- Free and confidential access to a **24/7 Employee Assistance Wellbeing Hub**
- We are a member of the **Social Housing Pension Scheme**. There is an opportunity for employees to join The Defined Contribution Scheme and we match contributions up to 10%
- **Learning and Development opportunities**, with learning available in a range of formats to suit your needs
- As a testament to our approach and genuine commitment to learning, United Welsh holds the **Investors in People - Gold Award**
- We are committed to supporting applicants and staff with disabilities and hold the **Disability Confident Level 1 Award**
- We are committed to becoming a **menopause friendly employer**
- We are an Armed Forces friendly organisation and hold the **Armed Forces Covenant – Bronze Award**



How to apply

To apply, please send a copy of your **CV, a cover letter and the Equality, Diversity and Declaration of Interest form** to jobs@unitedwelsh.com. In the cover letter, please outline why you believe you would be successful in this role based on your experience and on the essential/desirable criteria in the job description, in no more than 500 words. If you do not send a cover letter and the EDI form along with your CV, you will be at risk of your application not being progressed further.

Closing date: Tuesday 30th January, 9am

For an informal chat about the role, you can contact Jenna Jenkins on jenna.jenkins@unitedwelsh.com or Lian Stocker on lian.stocker@unitedwelsh.com.

Within your CV, please provide the names, positions, organisations and contact details for two referees, one of whom should be your current or most recent employer. We will not approach these referees prior to the shortlist stage, and we will seek your permission first. However, references will be sought as part of our pre-employment checks for the successful candidate.

- We would be grateful if you could submit the Equality Diversity and Declaration of Interest form with your application. The information you provide will be used for monitoring purposes only and will be kept separate from your application
- Please ensure your CV and other documents are emailed as a Word or PDF file, as unfortunately, we are currently unable to accept applications in any other formats at the moment
- Requirements within the essential criteria of the Personal Requirements will be used for shortlisting purposes. However, all the criteria will be considered in the process of making an appointment.

Please send any applications to jobs@unitedwelsh.com or deliver them to:
FAO The People Team, United Welsh, Y Borth, 13 Beddau Way, Caerphilly, CF83 2AX. Our main office is open between 9am and 5pm, Monday to Friday.



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