

Fresh Minds

EDUCATION



FME MENTAL HEALTH & RESILIENCE EDUCATION TEAM

MENTAL HEALTH VOLUNTEER FACILITATOR

An important member of a new but dedicated small team, the Mental Health Volunteer Facilitator will bring Fresh Minds Education's (FME) Connections Suicide Prevention Programmes to the Northern Irish Community ensuring that delivery targets are met safely, ethically and professionally. The volunteer Mental Health Facilitator will play a key role in enhancing the existing exemplary reputation of FME and contribute to FME's reputation as a reliable, professional, compassionate and memorable service that makes a difference to the lives of people. Through the delivery of quality assured and impactful programmes Mental Health Facilitators empower individuals and communities to take steps which will help them support themselves and those living in emotional distress, prevent suicide and build resilience.

This role will be most suited to someone who has time to devote to Fresh Minds Education and cares deeply about the work that we do and the people we serve. The volunteer in this role will either be someone who is in training for a career in the field of mental health and suicide prevention or be someone who has had a career and is looking for a meaningful way to give back.

PURPOSE OF THE ROLE: MENTAL HEALTH VOLUNTEER FACILITATOR

- 1. To support the Mental Health Education Team offer a reliable and professional suicide prevention and mental health training service in Northern Ireland.**
- 2. To represent Fresh Minds Education at scheduled trainings, talks & showcasing events.**

MENTAL HEALTH EXECUTIVE FACILTIATOR ROLE INFO	
Duration:	Commencing immediately – ongoing
Hours:	3hrs per week/12hrs per month (can be increased depending on interest and availability of the volunteer)
Salary:	Voluntary – travel and expenses incurred in the role will be compensated.
Working day:	<ul style="list-style-type: none"> Scheduled to support demand and meet the needs of scheduled events or demand in the FME office at particular times of the year. Adequate notice will be given.
Responsible to:	FME Mental Health Education Lead

Qualifications, Experience, Knowledge, Skills & Attributes & Other Criteria

Qualification

- Has undertaken a recognised course in any of these areas: Counselling, Play Therapy, Early Childhood Education, Youth work, Social Work, Family Systems, Coaching, Mental Health, Theatre/Drama/Arts Facilitation or related subjects.

OR:

- Can demonstrate experience of the delivery of mental health and suicide prevention education

Experience

- Experience in the delivery of mental health and resilience educational programmes

Knowledge

- Knowledge of theory and practice in the field of mental health, suicide prevention & resilience

Skills

- IT skills including word, excel, zoom and email
- Strong written, verbal and communication skills
- A good listener and sensitive to the needs of the target organisation

Attributes

- Passionate about the prevention of suicide, promotion of mental health and wellbeing of individuals and the community
- Committed to supporting FME build a strong core leadership resource and team to deliver Connections across Northern Ireland in a professional and sustainable way
- Diligent, calm, and will fit in seamlessly alongside the rest of the team, complimenting team members and support for cross-organisational initiatives
- Cares about and contributes to positive team morale
- Carries out your work with integrity
- Commitment to confidentiality

Other Criteria

- Ability to travel for role
- Ability to work online
- Able to meet the criteria for advance safeguarding checks
- Able to Submit valid copies of C.V.'s references, copies of qualification certificates, membership of relevant professional bodies.
- Able to attend Induction
- Able to attend training as required

Major Responsibilities:

Delivery & Reporting

1. Fully support the FME Mental Health Lead to ensure all monthly training delivery slots are covered.
2. Practically support the FME Mental Health Lead to ensure the smooth delivery of training, talks, programmes, events and marketing events and displays online and in person/location based.
3. Deliver & co-facilitate to a high standard all elements of FME's Mental Health & Suicide Prevention. programmes content: organisational promotion, subject content and participant evaluation.
4. Participate in post training debriefs with your co-facilitator and in scheduled debriefs with the FME Training Lead or identified role
5. Visually document training sessions in compliance with FME policies and GDPR.
6. Complete a trainer/co-trainer report and social media post at the end of each session and upload/pass on that information immediately after the session following the procedures in place.
7. Follow up requests, referrals, signposting resulting from training and events and document all follow up as per FME procedures.
8. Report any incidents or safeguarding concerns immediately through the correct protocols.
9. Report all concerns and constraints to the FME Lead Trainer.
10. Work closely with the wider FME team providing support as required.

This job description is neither exhaustive nor exclusive and may be reviewed and amended in the future to include any other reasonable duties, projects or tasks as may be requested from time to time and to reflect changing organisational requirements, changing staffing levels, etc.

HOW TO APPLY

Submit to adam@freshmindseducation.com

- Curriculum Vitae
- A4 Page demonstrating how you meet the criteria for the role

DEADLINE FOR CV'S & COVER LETTER: MONDAY 23rd NOVEMBER 2020 @5PM

SUCCESSFUL APLLICAANTS WILL BE CONTACT FOR INTERVIEW

INTERVIEWS WILL TAKE PLACE THURSDAY 26th NOVEMBER