

VOLUNTEER ROLE TITLE: THERAPIST

TITLE: Therapist
REPORTS TO: Support Staff, Operations Manager & Volunteer Coordinator
PLACEMENT: Torfaen and Blaenau Gwent Mind
BASED AT: Wellbeing Centre (Pontypool) / Phoenix Project (Brynmaur)

MAIN PURPOSE OF THE POST

To contribute to the smooth running of Torfaen and Blaenau Gwent Mind services by providing therapies to people in-line with the therapist's qualifications.

PRINCIPAL RESPONSIBILITIES

1. To schedule appointments.
2. To maintain appointment diary.
3. To ensure adequate/appropriate insurance is in place for practicing as a therapist.
4. To promote positive wellbeing.
5. To contribute to the protection of individuals from abuse.
6. Undertake, as required, basic record keeping including reporting verbally on issues that may arise.
7. Welcoming new people and visitors and provide information about Mind services and activities.

OTHER FEATURES OF THE POST

1. To ensure health and safety requirements are maintained.
2. Refer person to paid staff if there is a requirement to access other Mind services / groups / external agencies.
3. Promote independence by enabling people to make choices and decisions in their own lives.
4. To build a rapport with people who access Torfaen and Blaenau Gwent Mind services whilst maintaining appropriate professional boundaries.
5. To communicate and liaise with other volunteers, staff and line manager.
6. To participate in support/information/Full staff meetings/Team Meetings/one to one supervision sessions.
7. Attend relevant courses/workshops/mandatory training in order to enhance and encourage personal development.
8. To promote a positive image of mental health and Torfaen and Blaenau Gwent Mind to other agencies and the general public.
9. To work alongside and as part of a team.
10. Occasionally and dependant on service development, you may be called upon to take on other tasks which may involve a change of venue.
11. To be a positive role model.
12. You may be expected to become involved with and help organise activities and events. You will be expected to encourage the participation of members and work along-side other volunteers in all stages of this process.

ROLE/PERSON SPECIFICATION

ESSENTIAL

Understanding, Knowledge and Attitude

- To be understanding, sympathetic in a non-judgmental manner.
- Ability to empower others.
- An understanding of equal opportunities
- An understanding of confidentiality.
- The ability to maintain clear and accurate records
- Conscientious and reliable.
- Friendly and approachable.
- To have a basic knowledge of health & safety and be able to follow it.
- Ability to advocate on behalf of service users.
- An understanding of working with vulnerable adults.
- Willingness to be flexible.

Skills and Experience

- Qualified therapist
- The confidence to work closely with people
- The ability to recognise when a client needs to be referred to a qualified medical doctor
- Ability to prioritise workload and to use own initiative.
- Ability to build self-confidence and self-esteem.
- Ability to advocate on behalf of others.
- Be committed to the provision of a high quality service.
- Ability to stay calm and in control in challenging situations.
- Experience of working as part of a team.
- Good interpersonal skills, with the ability to build and maintain relationships.
- The ability to empathise and relate to people of all ages and backgrounds.

DESIRABLE:

- Empathic listening skills.
- Experience of working in group settings.
- Basic first aid.
- An understanding of mental health issues and the needs of people with mental health problems or vulnerable adults.

Other Requirements:

- The post holder will be expected to attend any appropriate training courses and conferences which could mean nights away from home.
- **Time commitment:** We require a minimum of 6 months.
Hours/Days to be discussed as based on availability and need.
Mon – Fri and occasional weekends
Wellbeing Centre 10.30am-4pm / Phoenix Project 11.30-4pm
- **Location to be Confirmed:** Wellbeing Centre (Pontypool) / Phoenix Project (Brynmaur)
- **Age Requirement:** None
- **Dress Code:** Smart Casual
- **References:** One reference required
- **Police check:** Due to volunteering in close proximity with vulnerable adults/children, an enhanced disclosure barring service check will be required.

Benefits:

1. Development of team and leadership skills.
2. Access to training to further personal development.
3. Meeting a challenge.
4. Personal self development and satisfaction.
5. Pathways to further employment.
6. Experience of working in mental health.
7. Improvement/Development of communication and social skills.
8. Out of pocket expenses will be reimbursed.
9. Lunch if volunteering all day.
10. Access to a reward system.