

## JOB DESCRIPTION

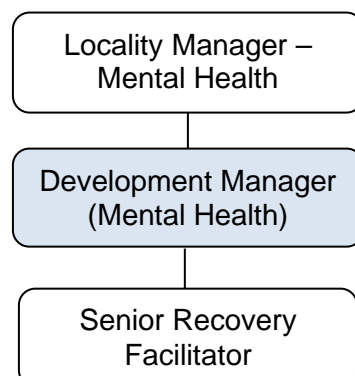


<b>Job Title</b>	Development Manager – Mental Health		
<b>Salary</b>	£39,782 - £44,632 per year		
<b>Directorate:</b>	People	<b>Section/Location:</b>	Churchill House
<b>Grade/Salary Range:</b>	BG-E	<b>Work style:</b>	Free

### Key Objectives of the role

- To work in partnership with Berkshire Healthcare Foundation Trust (the Trust), to develop and implement an asset-based approach to secondary mental health recovery and prevention in Bracknell Forest, in line with relevant strategies and the department's transformation plan.
- Rooted in the mental health recovery principles and using co-production, the approach will be based around a network of resources in the community that will help people to remain socially connected, better understand their mental health, and develop their confidence, their life skills, and their resilience so they can live as independently as possible with a reduced likelihood of needing secondary mental health support and bed-based provision in future.
- This Network will bring together and consist of resources from the voluntary and community sector, peer mentors and groups, mainstream services, and health and social care. Staff will support people to attend the right resources when they are having a difficult time or encounter challenges they need help with, and will help people to identify and build their own support network from family, friends, people in their communities, and groups or organisations.
- The aim is to move away from a crisis-focussed system and to focus on early intervention and increasing people's resilience to aid recovery and prevent and reduce the need for secondary mental health care and bed based provision.

### Designation of post and position within departmental structure



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Recovery Facilitator  
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### Daily and monthly responsibilities

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- ❖ **To lead the continued development and implementation of the Bracknell Forest Community Network that will help people with secondary mental health needs in Bracknell Forest to live well, increase their resilience, and prevent episodes of mental ill health that warrant access to secondary mental health care and bed based provision. This is to include:-**
    - Researching national best practice to inform local development
    - Development of the new model of support, and participation in the selection of appropriate provider and partner organisations, in order to develop a network of living well resources in response to identified need
    - To work alongside relevant staff to review resources, implement recommendations, and be the local link person for developments arising from their work
    - Use agreed organisational change processes within the relevant organisations
    - Delivery and/or commissioning of specialist training and the development of staff, in a multi-agency context
    - Participation in the recruitment and selection of staff
    - Development of appropriate operational procedures and practices
    - Develop and manage the implementation of programmes of development and change
    - Influencing partners within the community to shape and deliver support that meets the needs and aspirations of local people using an asset based approach
    - Linking and collaborating with other development managers within BFC and partner organisations to identify synergies and ensure relevant areas of work are joined up.
  - ❖ **To chair and manage multi-disciplinary project teams with a focus on coproduction approaches**
    - To use coproduction to fully and actively involve people, carers, and other stakeholders in all aspects of development, planning and delivery of projects
    - To ensure that projects are delivered on time and within budget
    - To represent the department in all dealings with the elected members, public, statutory and voluntary agencies
  - ❖ **To support the Department and the Trust in the effective management of local resources:**
    - To support the Department and the Trust in ensuring that managers and practitioners understand the principles of budgetary control
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- To work with partners to develop their understanding of the context of best value and performance management
  - To manage delegated budgets
  - To support partners to understand and adhere to the principles of equality and opportunity
  - To participate in formal HR processes regarding investigation of work performance issues
  - To oversee seed funding negotiations and contracting with community organisations
  - To deputise for the Locality Manager – Mental Health as and when required

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### Scope of role

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- ❖ The post holder will be required to influence and negotiate with senior managers in the Council and Partner agencies, and people in the community, in order to ensure the scoping, development and delivery of necessary projects
- ❖ Authorise payments of up to £5,000 in the absence of the Locality Manager – Mental Health
- ❖ Manage budgets associated with project developments, and operational budgets
- ❖ Liaise with Councillors to influence understanding

All employees working with children, young people and vulnerable adults have a responsibility for safeguarding and promoting their welfare.

Commitment to the Council's Equal Opportunities policy at all times

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times

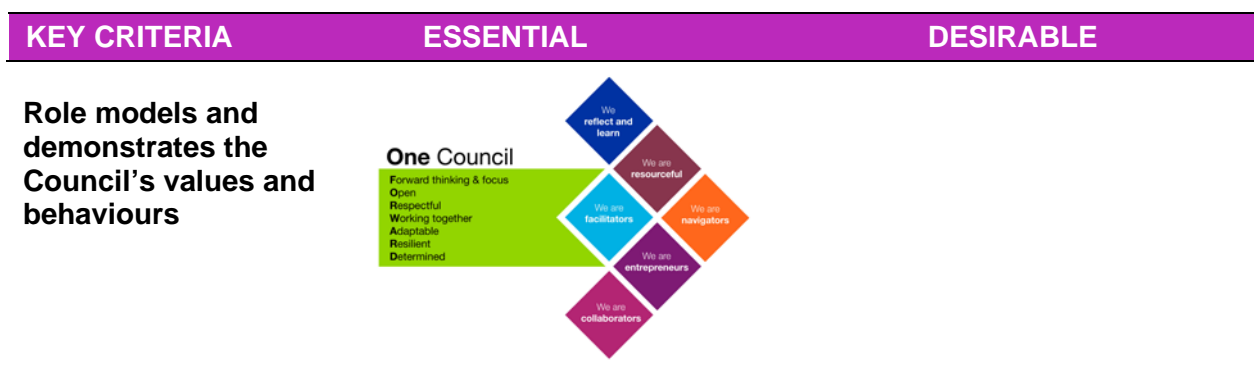
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***Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.***

## PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Skills and qualifications</b>	<ul style="list-style-type: none"> <li>Degree level or equivalent education or experience.</li> <li>Post qualification experience.</li> <li>Project/Programme Management experience and qualifications.</li> <li>Mental Health First Aid trained</li> </ul>	
<b>Competence Summary</b> (Knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> <li>Experience of working in within a Community Mental Health Team.</li> <li>Experience of developing and delivering community based support and resources to meet the needs of individuals with secondary mental health needs.</li> <li>Experience of managing complex, people orientated projects and demanding workloads.</li> <li>Experience of delivering or commissioning person centred support using coproduction.</li> <li>Experience of effectively managing a large and complex workload.</li> <li>Budgetary Management and seed funding experience.</li> <li>A sound understanding of professional, legal and policy issues within Adult Social Care.</li> <li>Able to manage projects and organisational change.</li> <li>Ability to plan imaginatively and to work to deliver a strategic vision in practice, in line with legislation/Government requirements.</li> <li>Good understanding of the health and social care modernisation agenda and the implications for local support.</li> <li>Ability to think creatively to deliver local, inclusive solutions.</li> <li>Ability to deliver outcomes against agreed targets and timescales.</li> <li>Understanding of and commitment to the requirements of safeguarding children, young people and vulnerable adults.</li> </ul>	Business analysis skills.

<b>Work-related Personal Requirements</b>	<ul style="list-style-type: none"> <li>• Ability to influence widely diverse audiences.</li> <li>• Ability to relate to and understand the issues confronting a wide range of stakeholders.</li> <li>• Confident, innovative, flexible and adaptable.</li> <li>• Able to work as team member, but able to work alone.</li> <li>• Customer focus: An awareness of needs of people supported by Adult Social Care and people with secondary mental health needs.</li> <li>• Understanding of the issues involved in bringing Health and Social Care staff together to meet joint objectives.</li> <li>• Ability to lead and inspire staff.</li> <li>• Ability to influence staff and develop skills in the role of project manager.</li> <li>• Strong leadership skills combined with a principled approach.</li> <li>• Determination to improve support for people with mental health needs locally.</li> </ul>
<b>Other Work Requirements</b>	<ul style="list-style-type: none"> <li>• Excellent oral and written communication skills.</li> <li>• Good presentation skills.</li> <li>• Good IT skills</li> <li>• A satisfactory enhanced Disclosure and Barring Service check.</li> <li>• Ability to travel for purposes of role including (driving license and car)</li> </ul>



All staff should hold a duty and commitment to observing the Council's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.