

**Peer Support Coordinator**

**PERSON SPECIFICATION**

 **Essential: E**

 **Desirable: D**

**1.** **Experience**

* Must be able to demonstrate an understanding of mental health issues **E**
* Experience of working in a Peer Support Setting **D**
* Experience of assessing and analysing safeguarding concerns and  **E** making appropriate responses
* Experience of supervising staff and/or volunteers and supporting their **E**

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| development through coaching, mentoring, training or in other ways  |  |
| * Ability to work with groups
 | **E**  |
| * Experience of developing and delivering training programmes

**2.** **Knowledge and Skills**  | **D**  |
| * A good communicator and able to relate to a wide range of people

and to be impartial and non-judgemental * Able to develop and maintain relationships with professionals, other

organisations and network.  |

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|  **E** |

**E** |
| * Have an understanding of the peer support model used by Changes Bristol
 |  **E** |
|  |  |
| * Be able to keep up to date with relevant information on mental health issues, services and the third sector
 |  **E** |
| * Ability to work independently and as part of a team

  | **E** |

* Ability to manage a diverse caseload and prioritise needs and manage **E**  own time
* IT skills including the use of Word, Excel, and Powerpoint and the **E** ability to write reports

**3.** **Other**

* Willing to work flexibly (Monday to Friday) with some evening work **E**
* Willing to work some weekends when charitable work, events, stalls **E**

and training are required

* Willing to have a DBS (formerly CRB) registration **E**
* Able to travel within the Greater Bristol Area and attend meetings in **E** different locations
* Willing to adhere to Changes equality and diversity, and health and  **E** safety policies