

**JOB DESCRIPTION**

<b>Job Title:</b>	Parent Wellbeing Adviser
<b>Salary:</b>	£26,000 - £28,890 per annum, depending on experience (subject cost of living increase in April 2024)
<b>Hours:</b>	Full-time, 35 hours per week. Monday-Friday 9:30am-5:30pm. Occasional evening work required.
<b>Office base:</b>	Based in Tadworth but working in YMCA East Surrey centres, schools and community venues across Surrey Downs area (Banstead, Tadworth, Epsom, Ewell, Leatherhead, Dorking and Esher)
<b>Responsible to:</b>	Community Wellbeing Team Manager
<b>Responsible for:</b>	N/A.
<b>Job Purpose:</b>	The postholder will provide advice, guidance and coaching to parents and carers to help them to develop new awareness and skills to enhance their support to their children and young people through a combination of group-work and one-to-one sessions,
<b>Background:</b>	As part of the Mindworks partnership, YMCA East Surrey provides a wide range of emotional wellbeing and mental health services for children & young people. Through this work we have seen how challenging parents and carers find supporting their children's emotional wellbeing difficulties. This is especially true where children have neurodevelopment differences. Supported by funding from the Mental Health Investment Fund, we are delighted to be recruiting to this crucial role of Parent Wellbeing Adviser.
<b>Main Responsibilities:</b>	<ul style="list-style-type: none"> <li>- To work collaboratively and effectively with statutory and voluntary agencies to identify parents and carers in need of support and to agree effective referral processes</li> <li>- To design, develop and deliver workshops and presentations for small parent groups covering a range of emotional wellbeing and mental health topics</li> <li>- To facilitate peer-to-peer support and discussion groups</li> <li>- To offer one or more one-to-one consultation and advice sessions for parents who need a more personalised approach</li> <li>- To identify a range of specialist services and agencies who can offer further support for parents and families</li> <li>- To work in partnership with YMCA East Surrey's Face2Face parent befriending service, co-delivering workshops and sharing resources as appropriate</li> <li>- To promote the service within YMCA East Surrey and with statutory and voluntary sector partners across the region – this might include presentations at networking events and production of promotional material</li> <li>- To collect appropriate data and information about families being support, to record attendance at group and one-to-one sessions and to report activity on a monthly basis</li> <li>- To collect feedback on support delivered and to use feedback to inform</li> </ul>

	<p>continued development of the service</p> <ul style="list-style-type: none"> <li>– You will deliver services from YMCA East Surrey sites and other community venues across the following areas – Banstead, Tadworth, Epsom, Ewell, Ashtead, Leatherhead, Dorking and Esher</li> <li>– Any other duties which you are required to be performed within the grade and remuneration of the role</li> <li>– We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. This role will require an enhanced DBS disclosure (with barred children/vulnerable adults). We require you to understand and demonstrate this commitment and attend any required training</li> </ul>
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**PERSON SPECIFICATION:** Parent Wellbeing Adviser

		<b>Essential</b>	<b>Desirable</b>	<b>How measured (application, assessment, interview)</b>
<b>Qualifications, Education &amp; Training:</b>				Application and certificates
	Minimum Level 3 qualification in health and social care or related professional qualification	x		
<b>Experience</b>				
	Experience of working with children and families	x		
	Experience of working with disabilities and / or special education needs	x		
	Experience of managing children's behaviour in a variety of situations		x	
	Experience of providing advice, guidance and support in a one- to-one or small group setting	x		
<b>Abilities, skills and attitude</b>	Driving licence and access to a car	x		
	Computer literate	x		
	Able to work flexibly across a range of settings and independently	x		
<b>Other requirements</b>	Subject to a satisfactory Enhanced with Barring DBS disclosure			Application, DBS disclosure
	Commitment to the values, aims and mission of YMCA East Surrey			Application/Interview
	Understanding and commitment to equality, diversity and inclusion for staff, services users and stakeholders			Application/Interview