



**Anna Freud**

# Job Profile

<b>Job title</b>	Practice Tutor - Educational Mental Health Practitioner (EMHP) Programme
<b>Reporting to</b>	EMHP Programme Director
<b>Employer</b>	Anna Freud
<b>Salary</b>	£43,680 FTE per annum, plus 6% contributory pension scheme
<b>Location</b>	Hybrid (a mixture of home/onsite working), the delivery of teaching and Practice Tutor Groups facilitation by the post-holder is almost all face-to-face. For face-to-face work, the post-holders will be required to attend in person at our London office (4-8 Rodney Street, London N1 9JH).
<b>Working hours</b>	Part-time 7 hours per week on Wednesdays from 9:00 to 17:00.
<b>Holidays</b>	27 days plus Bank Holidays FTE
<b>Term of contract</b>	Permanent
<b>DBS level</b>	Standard

## About Anna Freud

We are a world-leading mental health charity for children, young people and their families. Our purpose is to take everything that we have learned over the last 70 years, and to transform the mental health of current and future generations of children and young people, to close the gap between mental illness and mental wellness - and to create a more compassionate society for everyone. Our vision is a world where all children and young people are supported effectively to enable them to develop their emotional and mental health, build on their strengths and achieve their goals in life. Our mission is to close the gap in wellbeing and mental health by advancing, translating, delivering, and sharing the best science and practice with everyone who impacts the lives of children, young people and their families.

## **Purpose and overview of the role**

Anna Freud works in close collaboration with University College London (UCL) to deliver a series of postgraduate programmes. In the first instance, the Practice Tutor will support the delivery of the Postgraduate Diploma Educational Mental Health Practitioner (EMHP) Programme which is one of the Workforce Development professional training programmes within the Postgraduate Studies (PGS) department.

The EMHP Programme is a one-year course funded by NHS England and forms part of a government-led initiative to improve the provision and effectiveness of psychological services by increasing the mental health provision for children and young people in educational settings within the Children and Young People's Mental Health Psychological Training Programmes (previously CYP IAPT). Alongside their training, EMHP trainees will work in the schools linked to the Mental Health Support Team (MHST) in which they are employed.

The EMHP programme involves training graduate entry practitioners to deliver low intensity guided self-help (LI GSH) cognitive behaviour therapy informed interventions for anxiety and low mood for children and young people, and parenting interventions for behavioural difficulties, this includes 1:1 sessions, group interventions and psychoeducation workshops. The Practice Tutor will support the development of trainees' skills in these areas by facilitating the delivery of practice tutor groups (PTGs) and skills-based workshops. This includes consideration of evidence-based practice to inform intervention planning, session by session monitoring of outcome, a strong emphasis on client feedback, a formulation-based approach to practice, ensuring a culturally sensitive approach, and other core skills that enable effective engagement with young people within an educational setting. Beyond this, Practice Tutors also have other responsibilities such as personal tutoring, as well as undertaking marking and the delivery of some teaching sessions.

## **Main responsibilities of the role**

### Practice Tutor Groups

- Facilitate skill development in Practice Tutor Group sessions of up to approximately 12 trainees, where case material is presented;
- Prepare the content for each group session;
- Monitor levels of trainee progress and bring any concerns to the notice of the Deputy and Programme Director;
- Be aware of policies on child protection and of Anna Freud's procedures for reporting any such concerns;
- Attend weekly Practice Tutor group meetings and other staff meetings as required.

### Teaching syllabus/delivery

- Contribute to the development and delivery of teaching sessions, particularly skills-based workshops/ practice tutor groups;
- Deliver whole group teaching sessions on the programme in liaison with Module Leads, Deputy Programme Director and administrative staff.

### Assessment

- Mark assignments across modules in line with UCL regulations and given timeframes;
- Attend marking workshops/calibration meetings.

### Trainee experience

- Undertake personal tutoring to support trainees throughout their time on the programme;
- Report trainees of concern to the Deputy and Programme Director and Senior Education Manager and follow UCL procedures related to this;
- Be available for trainee queries and respond to them;
- Attend occasional meetings with trainees and site supervisors where needed;
- Help to address any matters to do with the trainee experience;
- Review trainee Practice Tutor Group feedback, in collaboration with the Deputy and/or Programme Director and adapt delivery of Practice Tutor Groups where necessary.

### Continued Professional Development

- Engage in training and development opportunities offered by PGS, Anna Freud and UCL and maintain and develop skills in professional role as well as skills in teaching on a postgraduate/UCL programme;
- Take part in Anna Freud's annual Review and Development programme.

### All employee responsibilities:

- Maintain an awareness of and actively follow and promote Anna Freud's policies, including Equal Opportunities, Health and Safety, Safeguarding and Information Governance;
- Complete all Anna Freud mandatory training, including but not limited to Safeguarding, Health and Safety, Equality and Diversity and Information Governance, within the required timescales;
- The welfare of the children, young people and vulnerable adults who come into contact with our services either directly or indirectly is paramount and all staff have a responsibility to ensure that best practice is followed, including compliance with statutory requirements.

### **To be noted**

This is not an exhaustive list of tasks; the employee will be asked to undertake other ad hoc tasks relevant with the scope and purpose of this role. This job

description reflects the present requirements of the role, and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post-holder.

## Person Specification

Before starting your application, please read the below in full to understand the requirements of this role. The key criteria which will help us to assess candidates are listed below. There is guidance to highlight at which stage the criteria will be assessed. **Please ensure all criteria listed to be assessed at application stage are evidenced in your supporting statement.**

Criteria	Assessment Method (Application/Interview/Task)
<b>Qualification/training, experience and/or knowledge</b>	
Recognised qualification in a core mental health profession (e.g. clinical/ counselling psychology), or a recognised qualification in working with children (e.g. educational psychology, social work, teaching) with additional experience/training in working with child mental health.	Application/Interview
Knowledge of core competencies required in working with children, young people and their families, including inclusive delivery of mental health assessments and interventions and knowledge and experience of delivering CBT/ CBT informed interventions for children, young people and families within a CAMHS and/ or educational setting.	Application/Interview
Experience of working with diverse populations as well as consideration of cultural issues in relation to practice.	Application/Interview
Experience of inclusive small group learning facilitation and/ or teaching/ providing training to adults.	Application/Interview
Experience of providing supervision and/ or reflective spaces for other mental health professionals or supporting staff/ colleagues/ students undertaking a university course.	Task
Knowledge of current childcare and Safeguarding legislation, policy and practice in relation to children and families and mental health.	Application/Interview
<b>Skills and/or abilities</b>	
Excellent written, verbal communication and IT skills and maintaining appropriate records.	Application/Interview
Ability to work well under pressure, manage own workload and prioritise conflicting deadlines with minimal supervision and collaborate and work effectively as part of a multi-disciplinary team.	Application/Interview

Other requirements	
Commitment to high quality teaching and fostering a positive and inclusive learning environment for trainees.	Application/Interview
Willingness to work flexibly and take a proactive approach to problem solving	Application/Interview
Experience of working and marking on a post graduate university programme.	Application/Interview

During the interview(s), candidates will be asked at least one question regarding our values, and one question regarding equity, diversity and inclusion (EDI). We expect everyone to actively demonstrate our values and inclusive behaviours in all areas of their work. **Our values and EDI statement can be viewed [here](#).**

### Equal opportunity

We ask our people to share their diversity dimensions with us as it helps us to identify, tackle and prevent any bias appearing across the employee lifecycle at Anna Freud. Monitoring this information allows us to understand how well our efforts to improve diversity, equity and inclusion are working. Your responses will be held securely by our HR team in accordance with our privacy policy and will not be seen by recruiting managers or the interview panel at any stage of recruitment, therefore your responses will not form part of our selection process.

### Further support

We want to ensure all candidates can access and apply for our vacancies equitably, if you require any additional assistance to apply or would like to find out more about the role, please contact us on [recruitment@annafreud.org](mailto:recruitment@annafreud.org). We aim to provide reasonable adjustments where operationally possible for the work that we do.

### Post-interview

If successful after interviewing, you will be notified verbally with a job offer and pre-employment checks will be initiated.