

Job Description

Job Title:	Student Mental Health Adviser
Department/Division/Faculty:	Student Counselling and Mental Health Advice Service
Campus/Location:	Primarily based at South Kensington Campus but may be deployed to other Imperial College London campuses as needed
Job Family/Level:	Professional Services, Level 3b (Salary Scale)
Responsible to:	<ul style="list-style-type: none"> • Senior Student Mental Health Adviser • Head of Student Counselling and Mental Health Advice Service
Line Management for:	None
Key Working Relationships (Internal):	<ul style="list-style-type: none"> • Deputy Head of Student Counselling & Mental Health Advice Service • Mental Health Advice and Study Mentoring: Mental Health Teams • Student Counselling Team • Disability Advisory Service • Service Administration Team • Senior Tutors and Tutors across the organisation • Imperial College Students' Union • Hall Wardens • Professional services staff across the organisation who are involved in pastoral support
Key Working Relationships (External):	<ul style="list-style-type: none"> • GPs and staff at Imperial College Health Centre along with other NHS GP surgeries in the local area • Community Mental Health Teams • NHS trusts and hospitals • Single Point of Access and Home Treatment Teams • Social Services • Charitable organisations involved in the delivery of mental health care
Contract type:	Fulltime-Open Ended

Purpose of the Post

You will hold a key role within the Student Counselling and Mental Health Advice Service in providing mental health support to students and, more broadly, contributing to a wider of understanding of how to help students flourish at university.

Reporting to the Senior Student Mental Health Adviser, the Student Mental Health Adviser (SMHA) [along with three other advisers] provide specialist support to students with moderate to severe mental health difficulties. You will help students to develop strategies to manage their mental health that enable them to continue to engage with their studies. Through delivery of ongoing appointments, the SMHA will assist students in using support available and act as a liaison between mental health services in the community and university support services. They will help to ensure safeguarding concerns are highlighted and escalated within the Service and follow risk management protocols. They will promote good practice and, with the support of the team, deliver training across the College community in relation to supporting students with mental health difficulties.

Key Responsibilities

Student Support and Casework

- Managing a caseload of students with moderate to severe and/or enduring mental health difficulties and supporting them during their time at university
- Assess risk of suicide and self-harm and ensure students are connected to NHS / third sector support as needed
- Working with students to create and implement safety plans
- Respond to complex situations/incidents at the request of the Senior Mental Health Adviser and/or senior College staff through consultation and attendance where appropriate
- Encourage students to be socially engaged by providing one to one support and actively encouraging interaction with university and community services
- Positively promote independent living, symptom management and social inclusion by providing support with daily living skills, such as budgeting, organisation, time management, positive sleep routine and encouraging individuals to attend lectures, meetings, appointments etc.
- Help to identify early warnings signs of relapse by monitoring the student's progress, level of functioning and mental state, and alert appropriate staff involved in supporting the student
- Work with the Community Safety and Support team in the management of critical incidents where mental health may be a contributing factor

Liaison

- To be available to support students in crisis contributing to coordinating response across campuses
- Liaise with NHS and third sector providers in the provision of care for students following hospital admission, attending discharge planning meetings, MDT/professional meetings as required with the consent of the individual student
- Liaise with the Disability Advisory Service in giving advice with respect to identified reasonable adjustments required to be in place to support a student's wellbeing
- Support and liaise with individual students and academic staff regarding planning for a student's return to study after a leave of absence ("interruption of studies")
- Liaise, establish and maintain positive links with external agencies and providers
- Liaise with support services across the university to contribute to providing a cohesive and clear pathway of care for students who have mental health issues

Continuous Improvement

- Support the Senior Mental Health Adviser in instigating regular reviews of service policies and procedures to ensure they are evidence based, reflect best practice in the sector and meet external requirements

Supporting the College community

- To provide advice, support and consultancy to university staff, on individual and generic mental health awareness and wellbeing issues

- Through external networking and professional development keep informed about best practice and research related to the management of mental health in higher education

Training and staff development

- Contribution to the provision of training for university staff at in mental health awareness
- Design and delivery of psycho-educational workshops for students on topics related to mental health and wellbeing

Mental Health and Wellbeing promotion

- Contribute to the development and delivery of mental health and wellbeing promotional literature for various audiences and platforms
- Promote positive mental health within the student population through collaboration with the Imperial College Student Union and other support services

General Duties

- Ensure that data protection and confidentiality policies are applied when undertaking all duties.
- Abide by mandatory university policies on Information Security, Health, Safety & Environment and Equality and Diversity.

Perform other duties occasionally which are not included above, but which will be consistent with the role.

Person Specification

Requirements	Essential (E)/ Desirable (D)
Candidates/post holders will be expected to demonstrate the following:	
Education	
Educated to Degree or equivalent level	E
Relevant professional qualifications in the field of mental health (e.g. Nursing with RMN or CPN specialities, Mental Health Social Worker, Clinical/Counselling Psychologist) holding current accreditation by, or registration with, a relevant and appropriate professional body	E
Experience	
Specialist expertise in the assessment of mental health needs and the assessment of risk, and knowledge of the range of mental health services available where external referral is required	E
Significant professional post-qualification experience of working within a large and complex institutional context, and ability to demonstrate a clear understanding of how this context impacts on therapeutic decisions	E
Substantial experience of working with people with mental health conditions and additional needs	E
Experience of mental health crisis management work	E

Experience in working with and delivering ongoing interventions to people with complex mental health needs	E
Experience of managing a caseload, organising, and prioritising activities, and keeping quality records	E
Experience of working collaboratively as part of a team that offers a range of different therapeutic approaches	E
Experience of presenting and contributing to Multi-Disciplinary Team clinical discussions about caseload presentation/care	E
Experience of facilitating psycho-educational workshops	D
Experience of delivering training on issues related to mental health	D
Experience of working with young adults and the issues of this age and stage of development and understanding of issues facing students	D
Knowledge	
Knowledge of the range of mental health services available where external referral is required	E
Skills & Abilities	
Demonstrated competence in working with people in crisis	E
Emotional resilience and ability to work calmly under pressure and contain anxiety in oneself and others	E
Demonstrated competence in providing advice and support to individuals with enduring mental health difficulties	E
Ability to work collaboratively as part of a team	E
Well-developed time management and organisational skills, ability to prioritise and meet deadlines whilst managing the competing needs of a caseload of students experiencing mental health issues	E
Ability to handle sensitive issues diplomatically and maintain professional boundaries and confidentiality	E
Flexibility, including an openness to research and developments within the field	E
Ability both to take responsibility and decisions independently and to consult with and refer matters to colleagues when appropriate	E
Proven communication skills, with high professional standard of written and verbal communication	E

Further Information

Please note that job descriptions cannot be exhaustive, and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities.

Imperial College is committed to equality of opportunity and to eliminating discrimination. All employees are expected to follow the [Imperial Values & Behaviours framework](#). Our values are:

- Respect
- Collaboration
- Excellence
- Integrity
- Innovation

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Employees are also required to comply with all College policies and regulations paying special attention to: Confidentiality, Conflict of Interest, Data Protection, Equal Opportunities, Financial Regulations, Health and Safety, Information Technology, Smoking, Private Engagements and Register of Interests. They must also undertake specific training and assume responsibility for safety relevant to specific roles, as set out on the [College Website Health and Safety Structure and Responsibilities](#) page.

As this post is exempt from the Rehabilitation of Offenders Act 1974, a satisfactory Disclosure and Barring Service (DBS) check, at the appropriate level, will be required for the successful candidate. Further information about the DBS disclosure process can be found at: <http://www.homeoffice.gov.uk/agencies-public-bodies/dbs/> or by telephoning 03000 200 190. You may also wish to view the College's [DBS webpage](#) for policy statements on the Recruitment and Employment of Ex-Offenders and the Secure Storage, Use, Retention & Disposal of Disclosures and Disclosure Information.

We are committed to equality of opportunity, to eliminating discrimination and to creating an inclusive working environment for all. We therefore encourage candidates to apply irrespective of age, disability, marriage or civil partnership status, pregnancy or maternity, race, religion and belief, gender reassignment, sex, or sexual orientation. We are an [Athena SWAN Silver Award](#) winner, a [Disability Confident Leader](#) and a [Stonewall Diversity Champion](#).