



Burton Albion Community Trust
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☎ 01283 246207 ✉ BACTadmin@burtonalbionct.org 🌐 burtonalbioncommunitytrust.co.uk

VACANCY APPLICATION PACK



Health & Wellbeing Community Recovery Coach

Burton Albion Community Trust's Mission Statement

'Making a difference in our communities through the power of sport and brand of Burton Albion Football Club'



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The mission is underpinned by our three Strategic Aims:

- To Deliver high quality
- To Create Experiences
- To Make a Difference

We will always:

- **Be Inspiring**
 - Through a passion for Burton Albion and our local community
- **Be Engaging**
 - Through understanding our communities and delivering targeted projects and programmes
- **Be Educating**
 - Helping realise full potential in individuals and our communities

Our Impact on the Community will be through the following areas of work:

- **Health & Wellbeing**
- **School Sport**
- **Education & Employability**
- **Community Engagement**
- **Burton Albion Facilities**

Our Outcomes will be to:

- Develop healthier and happier communities
- Create safer and more cohesive communities
- Empower our communities to help fulfil potential and opportunity



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JOB DESCRIPTION

Job Title: Health & Wellbeing Community Recovery Coach	Salary: £21,000
Contracted Hours: 37.5	Contract Type: 24 months fixed term
<p>Burton Albion has a long history of being a community focused club, since it's humble beginnings in 2010 Burton Albion Community Trust has always been about making a difference. The heartbeat of this difference are the people who bring our projects, programmes and activities to life. Our people are our strength, they are engaging, they act with empathy and kindness, they are proud of the work they do and work hard to inspire each other and those we work with, our people are willing to learn and have desire to be educating.</p> <p>If you think you have what it takes to be Engaging, Inspiring and Educating we can't wait to read your application.</p> <p>Role Purpose:</p> <p>Burton Albion Community Trust (BACT) is the independent charitable arm of Burton Albion FC and is looking to recruit a Heath and Wellbeing Community Recovery Coach. Working as part of the Eastern Staffordshire Future Focus Partnership, the Community Recovery Coach (CRC) role will offer a range of flexible support to individuals with acute mental health problems within Burton and East Staffordshire. The CRC will support an active caseload of up to 30 participants provide a non-clinical recovery-focused community intervention which supports "gaining and retaining hope, understanding of one's abilities and disabilities in an active life, personal autonomy, social identity, meaning and purpose in life and a positive sense of self".</p> <p>Success will be achieved through setting goals and monitoring achievements, through one to one support (face to face, phone or virtual), warm introductions to other community-based services and encouraging self-care and independence, whilst escalating crisis when appropriate.</p> <p>The role will also include supporting the community to be more supportive of people with mental health problems through problem solving and identifying business need.</p> <p>This position requires flexibility as the role may require occasional evening and weekend work.</p> <p>Roles and Responsibilities:</p> <p>Please note that this is a new post, and these functions may evolve as the service is implemented. This will be done in consultation with the appointed persons.</p> <ol style="list-style-type: none"> In partnership with the Midlands Partnership NHS Foundation Trust (MPFT) Integrated Neighbourhood Teams, be responsible for an agreed caseload of service participants who have acute mental health needs across an agreed service area. 	



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2. To actively listen and understand the needs of participants which results in the coproduction of a Recovery Plan with reference to the agreed MPFT Care Plan and with use of the Future Focus Outcomes.
3. Provide support though one to ones and group working towards goals noted by the Future Focus Outcomes, inhouse training and with reference to the Living Operations Manual.
4. To make use of the ICT systems available from Partners, Burton and District Mind and MPFT, such as RIO.
5. To line manage volunteers to support group work, this will include preparing and conducting volunteer supervision to support their wellbeing, personal development and training.
6. To support the participant in implementing social interventions to reduce the wider determinants of mental health problems which will include warm introductions.
7. To signpost, refer and provide warm introductions resulting in the participant receiving support from appropriate services and projects within the organisation, the partnership and external agencies.
8. To provide mental health self-help advice to participants including advice on wellbeing, sleep, diet, physical activity, interpersonal skills and employment/ education.
9. To support community groups and services to be accessible to people with mental health problems.
10. To work with the Development Teams within the partnership to identify gaps in local provision and community need for grant applications and community fundraising opportunities to close these gaps.
11. To reflect and share experiences and learning with the team as part of regular team meetings.
12. To build and maintain positive relationships with healthcare providers, charities and other agencies that contribute to the wellbeing of people with mental health problems.
13. To complete all administration and reporting linked to the service in a timely manner to an excellent standard including keeping a record of meeting dates, function, time spent, and outcomes achieved.
14. To undergo any training relevant to the role either internally or externally. This will include training in the induction by the partnership organisations and MPFT.
15. To uphold data protection, professional standards and safeguarding policies and report illegal activity as required and informed by training and policy.
16. Attend regular one to one supervision with the appointed line manager reporting on all areas of responsibility.



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17. Undertake any other duties as delegated, which are deemed appropriate within the pay scale and responsibilities of the post and following consultation.

What working for Burton Albion Community Trust can offer you:

- Competitive Salary
- 25 days Annual Leave and your birthday off!
- Excellent Training Opportunities
- Flexible Working
- Optional Full Uniform
- Onsite Parking
- Company Discounts
- BAFC Staff Discounts

General

This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation.

All employees may be required to undertake any other duties as may be reasonably requested.

Equality Statement

Burton Albion Community Trust are committed to ensuring that equality of opportunity is at the very heart of everything we do to ensure we provide fair and non-prejudicial access to the services across the Trust. We uphold everyone's freedom of rights and choice to be different and aim to provide opportunities for everyone to succeed. It is the policy of the Trust that no person, whether job applicant, employee or customer, shall be discriminated against. For full details, please refer to our employees Company Handbook

Safeguarding Statement

Burton Albion Community Trust (BACT) operates a child centred approach to safeguarding and where concerns about the welfare of a child or adult at risk exists, staff will always act in the best interests of the child or adult at risk.



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The Trust fully acknowledges and accepts its responsibility for the well-being and safety of all children and adults at risk engaged in Trust activities. It is the duty of all staff working at the Trust to ensure they safeguard children and adults at risk by creating an environment that protects them from harm.

Burton Albion Community Trust believes that the general wellbeing, welfare, and safety of all children and adults at risk engaged in Trust activities is of the utmost importance. Burton Albion will fulfil its responsibilities by ensuring it displays best practice in safeguarding matters, carried out in a spirit of partnership and openness with the child or adults at risk, family and the relevant local authority.

Commitment

Burton Albion Community Trust is committed to being inclusive and providing a safe and positive experience for everyone involved in our activities and aims to protect them by:

- Adopting a pro-active approach in approach in preventative work.
- Having clear policies which are audited and reviewed annually.
- Vetting all staff and volunteers.
- Providing regular training to ensure staff can identify concerns and are confident when responding, reporting and recording.
- Embedding safeguarding as a priority throughout the Trust.

PERSON SPECIFICATION			Evidence to be provided Application/Interview/Certificates (A/I/C)
Education / Qualifications	Essential	Desirable	
GCSE English 4 (C) or above	X		IC
Level 2 Mental Health Awareness	X		IC
Level 2 ICT	X		IC
Experience	Essential	Desirable	
Minimum of 6 months experience of supporting people with mental health experience to recovery – this can include personal lived experience, as a carer of a person of mental health problems or working or volunteering for mental health services.	X		AI
Knowledge and Understanding	Essential	Desirable	
Understanding of the local safeguarding policy and processes.	X		A



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Understanding of equal opportunities and diversity policies	X		I
Understanding of the role of Care Planning and Recovery ethos	X		
Understanding and ability to contribute towards suicide prevention plans.	X		AI
Understanding of services and community assets available to participants and ability to build trusted partnerships with external providers.	X		I
Disposition & Attributes	Essential	Desirable	
Ability to maintain professional conduct whilst support people with severe mental health problems, sometime with complex needs and demonstrating difficult behaviour.	X		AI
Ability to empathise and build trusted, professional relationships with people with mental health problems.	X		I
Ability to identify concerning behaviour, illegal behaviour and/or abuse and able to report this in a sensitive manner to the appropriate professional, safeguarding officer/team and/or police as required.	X		AI
Ability to reflect and respond positively to constructive criticism during one-to-one supervision and team peer sessions. Willingness to attend regular support and supervision by a suitably qualified manager/team leader	X		I
Evidence of working practice in identifying and understanding individual needs and translating these needs into outcomes for care planning.	X		AI



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Able to work from home when required and have appropriate internet access and appropriate space to allow for safe VDU use.	X		I
Six months experience of working with people affected by Eating Disorders, Personality Disorders, Learning Disabilities, Substance Misuse, or other psychosocial issues such as rough-sleeping/homeless, violent offending or complex needs.	X		AI
Experience of working within recovery or rehabilitation services.		X	AI
Knowledge of involvement and participation processes.		X	AI
Knowledge of outcomes recovery systems – such as Wellness Recovery Action Plans, Recovery Star or Wheel of Life.		X	AI
Previous experience of volunteer management.		X	AI
Full UK driving licence and use of a vehicle with appropriate Business Insurance	X		AIC
Equality & Inclusivity	Essential	Desirable	
Ability to work in a non-discriminatory manner, in accordance with Burton Albion Community Trust's Equality Policy	x		I



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APPLICATIONS

Application forms are available from <http://burtonalbioncommunitytrust.co.uk/job-vacancies/>

To apply for this role, please send a completed application form to:
bactvacancies@burtonalbionct.org

Or via post to:

Vacancies
Burton Albion Community Trust
Pirelli Stadium
Princess Way
Burton on Trent
Staffs DE13 0AR

For further information regarding the role please email: steve.rimmer@burtonalbionct.org

Closing date for applications: 22nd May 2022

Interviews: 30th May 2022



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