



West Yorkshire and Harrogate
Suicide Bereavement Service



Leeds
CITY COUNCIL

LEEDS SUICIDE
BEREAVEMENT SERVICE

West Yorkshire and Harrogate
Health and Care Partnership



Senior Postvention Practitioner

Information Sheet- Key Terms and Conditions of Employment

Service:	Suicide Bereavement Service
Hours:	Part Time – 30 Hours per week
Salary Scale:	NJC Scale SO1 Points 23-25
Salary:	£27,741 to £29,577 pro rata per annum
Contract:	Fixed Term – 1 st October 2021
Location:	Across West Yorkshire – Base to be confirmed
Annual leave:	28 days a year plus 8 Statutory holidays, rising to 31 days after 3 years (holiday will be pro rata if part time hours)
Pension:	3% employer contribution, 5% employee contribution, enhanced by salary exchange
Probationary Period:	6 months
Reporting to:	Suicide Bereavement Service Lead
DBS Check Level:	Enhanced

Job Description

Senior Postvention Practitioner

Introduction

Leeds Mind is a progressive mental health organisation that supports people experiencing mental health difficulties to flourish. We are committed to developing services that are sensitive to individual need and of measurable benefit to users. With funding provided by WY&H ICS and Public health Leeds we work in partnership to co-deliver Postvention support across the wider region. Both Postvention service cover Bradford, Airedale, Wharfedale and Craven, Calderdale, Kirklees, Leeds, and Wakefield.

Purpose of the role

West Yorkshire & Harrogate Integrated Care System (WY&H ICS) and Public health Leeds commissioned the delivery of two 'Postvention' service to support people bereaved by suicide across West Yorkshire. The services support people in the immediate aftermath of a suicide. Postvention is an internationally evidenced way of reducing risk of suicide in people who have been bereaved in this manner. Interventions offered within this service include peer led support for individuals, within groups and for families with children, and memorial events.

The post holder will be employed by Leeds Mind and play a lead role in the management and delivery of the Leeds Suicide Bereavement and the West Yorkshire Postvention Services. This includes line management of four remote working Postvention Practitioners, based at locations across the WY&H region.

The post holder will take a lead role in the development and delivery of both services focussing on outreach and promotion across West Yorkshire and Harrogate.

This role also includes the delivery of front-line support work and caseload management.

Main tasks and responsibilities:

Leadership and management

1. Line Management of four members of staff – three ICS Postvention Practitioners and one Postvention Practitioner from Leeds.
2. Conduct regular one to ones and performance management reviews with staff against agreed objectives and identify training needs to ensure all staff are enabled and supported to deliver high quality suicide postvention
3. Work closely with the Service Lead to provide leadership and direction for both services.
4. Allocate, monitor, and review caseloads accordance with client and service need.
5. Monitor service performance with the Service Lead and produce high quality performance reports as required
6. Ensure volunteers are supported and working safely and effectively
7. Contribute to, attend and share co-ordination of team and other relevant meetings
8. Ensure safeguarding, incidents and complaints procedures are correctly followed.

Outreach, Development and Promotion

1. Work with the Service Lead to coordinate the development and delivery of both services to ensure its successful delivery.
2. To assist in the development of an outreach plan and undertake systematic outreach across West Yorkshire and Craven to promote both services.
3. Attend national conferences, steering group meetings and networking events as requested.
4. Develop publicity and promotion materials as needed.
5. Work closely with the Service Lead to ensure a high quality and safe service is continually developed and maintained.
6. To monitor and update social media, website and blog presence
7. Promote the services to key stakeholders across the region.

Service Delivery

1. Undertake assessment of need with people who have referred into the service
2. Deliver appropriate support interventions to caseload of users accessing the service including 1:1, group and family support
3. Work collaboratively with other agencies to provide support to users of the service
4. To liaise with other organisations on behalf of the people you are supporting – (e.g. the coroner, police, housing provider, employer, benefits agency).
5. To make referrals or signpost to other services on behalf of people you are supporting
6. To facilitate a range of peer support groups
7. Travel across the region to deliver a high quality Postvention support service

Organisation

1. Participate in 1:1s, performance and development, including Leeds Mind compulsory training programme
2. Undertake any staff development and training which is required, to enable the job to be performed in the best possible way
3. Attend and participate in service/team meetings
4. Work within the framework of Leeds Mind's policies and procedures
5. Promote the values, behaviours and ethos of Leeds Mind.
6. Promote the possibilities for empowerment of service users
7. Demonstrate a commitment to personal development
8. Be involved with wider organisation activities
9. Undertake any other reasonable duties as and when required

This job description cannot cover every issue or task that may arise within the post at various times and the post-holder will be expected to carry out other duties from time to time which are broadly consistent with those in this document. This job description does not form part of the contract of employment

It is Leeds Mind policy to make reasonable adjustments to enable workers with a disability/ disability to undertake the above, including the interview process.

November 2020

Senior Postvention Practitioner

	Essential	Desirable	Shown by
Knowledge/Qualifications	<ul style="list-style-type: none"> • A Mental health related qualification or equivalent experience. • The impact of being bereaved by suicide • Theories of grief • The principles, philosophy and practical applications of the Peer Support and the Person Centred Approach • Knowledge and awareness of your own support needs • Safe systems of work • Safeguarding Vulnerable Adults and Children practice 		Application form
Skills/Ability	<ul style="list-style-type: none"> • Willing and able to access to travel across the Yorkshire and Harrogate region. • Excellent organisational, time management and administration skills • Able to use a wide range of IT skills effectively • Able to work effectively with people who have experienced • traumatic grief • Able to work calmly with people who have suicidal thoughts and feelings and to sensitively assess risk • Able to provide person centred one to one support to people in acute distress • Able to identify, recruit, train and support volunteer facilitators 		Application form and interview

	<ul style="list-style-type: none"> • Able to reflect on your own attitudes towards mental health and your own practice • Able to mediate and negotiate both internally and externally. • The ability to facilitate and deliver peer support groups 		
Experience	<ul style="list-style-type: none"> • Experience of supporting people who have experienced trauma • Personal experience of being affected by a suicide three or more years ago • Line managing staff and/or volunteers. • Experience of producing monitoring reports to deadlines. • Working positively with, and supporting, people from diverse backgrounds 	<ul style="list-style-type: none"> • Promotion of services, including use of social media and websites. • Supporting people by advocating for their needs 	Application form and interview
Behavioural	<ul style="list-style-type: none"> • Motivated, confident and resilient. • Open to change and able to work flexibly in line with the needs of the service/organisation. • Commitment to working in partnership with service users, management and staff. • Understanding of the challenges faced by people experiencing mental health difficulties • Demonstrate a commitment to equality and diversity in the workplace • Commitment to safeguarding clients and others you may come into contact with as part of your role 	<ul style="list-style-type: none"> • Lived experience of mental health difficulties. 	Application Interview