



**Peer Mentor**

**Pathfinder Mid-Sussex and Crawley**

**Job Description**

**Ref: 1073-4**

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## **Job Summary**

As a Peer Mentor, you will use your lived experience of mental ill health to inspire, support and empower clients in their recovery. This is an entry level role into the mental health sector, and although the successful candidate will have some awareness of how lived experience can be best utilised in this kind of post, they will be provided with appropriate support and training to broaden their understanding and expertise.

Peer Mentors are responsible for a caseload of clients who have been judged as requiring “low level” support, with meetings usually occurring on a fortnightly basis both virtually and in-person. The post will require the successful candidate to perform some remote working, with the possibility of more in-person tasks dependent on the changing times.

The role involves supporting clients throughout their journey with our service, facilitating possible engagement with our range of community groups, setting personal goals and empowering them to create their own toolkit of sustainable strategies to stay well.

## **Responsible To:**

- Community Services Manager
- Engagement Officer

## **Significant Working Relationships:**

- Clients
- Pathfinder Recovery Workers
- Pathfinder Clinicians
- Pathfinder Helpdesk Team
- Relevant statutory and voluntary organisations concerned with the interests of clients

## **Duties / Responsibilities:**

1. To provide practical and/or emotional assistance and support to clients, empowering them to create their own collection of wellbeing tools and manage their own mental health.
2. To act as an advocate for Peer Mentoring, demonstrating its unique benefits whilst bringing an understanding of how lived experience can be utilised when working with vulnerable people or those in recovery.
3. To hold a small caseload of clients and support via 1:1 work, focusing on their unique goals as well as personal and professional development opportunities.
4. To induct clients into the service, at first under the supervision of colleagues, and later independently.
5. To assist clients to access additional aspects of the service, such as our range of Pathfinder community groups, including facilitating groups if there is need.

6. To complete and maintain up to date records, undertaking training to use the service's computerised database.
7. To understand the importance of confidentiality for staff, volunteers and clients and abide by the BHT Sussex Confidentiality Policy at all times.
8. To work with a varied team of Recovery Workers, Clinicians, Management, volunteers and Admin Staff, ensuring that appropriate information is shared amongst colleagues, both digitally and verbally.
9. To maintain a supportive and respectful persona with clients whilst understanding and demonstrating the importance of maintaining appropriate professional boundaries.
10. To undertake training on adult safeguarding and to work in accordance with BHT Sussex's policy on this.
11. When applicable, to liaise with statutory personnel and voluntary organisations within the local area, to contribute to partnership working and increase the range of opportunities available for clients
12. To engage in monthly reflective practice with the Pathfinder team, learning from colleagues and clinicians.
13. To have a keen interest in professional development and be willing to utilise training opportunities whilst in post.
14. To undertake such other duties appropriate to the grade and character of work as may be required.

***It is the duty and responsibility of each employee to familiarise and comply with, BHT Sussex's health and safety policies and procedures. You are responsible for taking care of yourself to avoid injury to yourself and other persons who may be affected by your acts or omissions at work. You will be required to co-operate with BHT Sussex and others in meeting statutory requirements.***

***For confidentiality and data security: whilst working for BHT Sussex you may gain knowledge of confidential matters which may include manual, electronic personal and medical information about our Board Members, Staff, clients, residents or third-party contacts. Such information must be considered strictly confidential and must only be used for the purpose for which it was obtained for. Failure to observe BHT Sussex's GDPR & Data Protection policies and procedures could lead to disciplinary action. In addition, you must comply and handle personal data securely in accordance with BHT policies and procedures, including the IT Security Policy and Computer Use Policy.***

***Adherence to and ensure compliance with BHT Sussex's Safeguarding Policy and Procedure at all times. If, in the course of carrying out the duties of your role, you become aware of any actual or potential risk(s) to the safety or welfare of clients, these concerns must be reported to your line manager in the first instance.***

***Actively promote and live out BHT Sussex values of 'Inspiring Change'; 'Delivering Excellence'; 'Empowering People'; 'Being Accountable' and 'Collaboration'.***

***To assist with identifying and reviewing strategic risk, and to be responsible for the management of specific risks delegated to you from time to time.***

***No job description can cover every issue which may arise within the post at various times and the post holder is expected to carry out other duties from time to time which are broadly consistent with those in this document.***