

JOB DESCRIPTION

Post:	Adult Carers Wellbeing Navigator
Salary:	£26, 061
Reporting to:	Adult Carers Support Service Manager and 'Sutton Uplift' Service lead
Hours:	35 hours per week, with occasional evening or weekend work for which Time Off in Lieu will be given
Annual Leave:	28 days per annum pro rata plus statutory holidays
Location:	Dual bases at Sutton Carers Centre as well as Sutton 'Uplift' offices at Jubilee East Health Centre, 6 Stanley Park Road, Wallington, SM6 0EX. The post-holder also will be required to work in other locations across the Borough of Sutton or surrounding areas to fulfil the remit of the post, as well as some remote home-working.

Sutton Carers Centre (SCC) is an independent Charitable Company as well as a Network Partner with *Carers Trust*. The post-holder will be employed by Sutton Carers Centre Board of Trustees and Directors.

Sutton Uplift is a free service for anyone in Sutton experiencing difficulties and symptoms related to stress, anxiety and depression. The Wellbeing Team is the community-facing arm of the service providing practical and emotional support to those who may otherwise not access mental health services. The team is comprised of eight Wellbeing Navigators, three of whom are directly employed through local VCS organisations: Sutton Carers Centre, Off the Record (Sutton) & Age UK Sutton.

Main Purpose of Post:

Clinically supervised by the Uplift Wellbeing Lead and operationally managed by the SCC Adult Carers Support Service Manager, the post holder will engage primarily with Carers whose caring role has impacted their wellbeing or mental health, and provide support and information to assist them in navigating towards their own recovery goals. The Wellbeing Navigator will work collaboratively with Carers and mental health professionals to navigate and coordinate services (both social and clinical interventions), connecting Carers to community resources in order to diminish any effects of social isolation.

Key Aims are to:

- To provide a high-quality service that focuses on wellbeing, community engagement and holistic, person-centered assessment and interventions, working to increase confidence and independence and improve the health and well-being of individuals and wider communities.
- To work with Carers to identify their health and social care needs, and to support them to undertake appropriate health-promoting activities.

Principle Tasks:

Information, Advice and Support

- To case manage and co-ordinate personalised support to individuals on their pathway to wellbeing, recovery and social inclusion, building trusting and collaborative relationships.
- To support people who use the service to make informed decisions about their wellbeing, maximising their independence and engaging in appropriate community or clinical resources/interventions.
- To liaise with and take account of the whole family (including Young Carers), where appropriate.
- To liaise closely with health professionals and other agencies to ensure timely access to clinical and wellbeing interventions based on an individual's needs and to manage and minimise risk.
- To provide follow up review and support to clients once they have accessed either community or clinical resources, identifying and recording the impact on their wellbeing, recovery and confidence.

Group Facilitation

- In partnership with Uplift Wellbeing Team colleagues, developing high standard interventions and group workshop content.
- Facilitating or co-facilitating group interventions including arranging sessions, collating materials and resources as required from a variety of backgrounds, across Workshops, Training and Support Groups.
- Risk-assessing and managing group dynamics both on-site and in the community.
- Promoting and discussing wellbeing interventions with potential participants, staff and stakeholders to encourage attendance and engagement.

Outreach and Communications

- To provide talks, presentations and informal training to organisations and community groups.
- To raise awareness of mental health and wellbeing, challenging stigma and discrimination.
- To develop collaborative partnership working with the SWLStG Mental Health NHS Trust primary and secondary care services in Sutton.
- To develop effective working relationships in the wider voluntary, community, health & social care sector.

Staff and Volunteer Responsibilities

- To assist the SCC Support Service Manager and Uplift Wellbeing Lead with the training and supervision of volunteers.
- To assist with delivery of training and raising awareness of Carers to partners across health, education and social care.
- To attend managerial and/or peer supervision, team/staff meetings and undertake appropriate training and personal development.
- To proactively assist in the development of the Adult Carer Services and Sutton Carers Centre, as well as working as part of an overall team.

Main funders, partners and standards:



Other Duties

- To contribute to the monitoring and evaluation reports for the organisation and stakeholders including written case studies and reports as required.
- To ensure Carer (or other people using services) involvement and feedback is at the heart of the service delivery and development.
- To be flexible with your availability for working hours, as the role will include occasional, planned weekend and evening work for which you will receive TOIL.
- To undertake other duties as appropriate to the post, as agreed with your Line Manager.

Policies & Procedures

Carry out the above duties with due regard at all times to the Equal Opportunities, Diversity, Confidentiality, Data Protection, Safeguarding, Environmental, Health and Safety and all other policies and procedures of Sutton Carers Centre.

This job description is not prescriptive; it outlines the key tasks of the post holder and is subject to change in consultation with the post holder.

Main funders, partners and standards:

