



in Bexley  
For better mental health



LOTTERY FUNDED

## Person Specification for Mind2Mind Peer Mentoring Co-ordinator Post

### QUALIFICATIONS, EXPERIENCE, KNOWLEDGE, SKILLS & ABILITIES

#### Essential

1. Understanding and experience of the Volunteering role. \*
2. At least one years experience of delivering a group based service within a mental health or allied service provision. \*
3. Ability to work with and manage service user/ volunteers. \*
4. Ability to achieve and maintain project targets. \*
5. Experience/knowledge of general mental health issues and social inclusion.
6. Knowledge and understanding of the recovery model. \*
7. Effective oral and written communication skills, including computer literacy.
8. Excellent organisational and time management skills. \*
9. Commitment to equal opportunities for all, particularly in the empowerment and full involvement of service users. \*
10. Good working knowledge of BME and other marginalized communities and mental health issues.
11. Ability to work within a changing environment and maintain a positive outlook in the face of pressure. \*
12. Ability to maintain boundaries at all times. \*
13. Ability to be work within a team, working towards the organisational aims and objectives. \*
14. Ability to work on own, using initiative.
15. Willingness to undertake any required training
16. Willingness to abide by Mind in Bexley's principles, policies and procedures

Desirable

1. Understanding and/or experience of working to quality assurance standards e.g. Investors in People, Mind Quality Standards, etc.
2. Knowledge and understanding of the role of the voluntary sector.

**Items marked with an asterisk (\*) on the Person Specification are the short listing criteria. In order to be short listed for this position, you must provide, on your application form, full details of how you meet each of these criteria.**

**Closing date for return of completed application is 29<sup>th</sup> January 2010 @12 noon**