



Mind Rochdale and District

Person Specification

Post: Wellbeing Coordinator

Location: The Borough of Rochdale

Note to Applicants:

The Essential Criteria are the qualifications, experience, skills or knowledge you **must** show you have to be considered for the job. The Desirable Criteria are used to help decide between candidates who meet ALL the Essential Criteria. The How Identified column shows how we will obtain the necessary information about you. If the How Identified column says the **Application Form** next to an Essential Criteria or a Desirable Criteria, you **must** include in your application enough information to show **how** you meet these criteria. You should include examples from your paid or voluntary work.

Qualifications and Experience			
Essential Criteria	How Identified	Desirable Criteria	How Identified
NVQ Level 4 or above in a health and social care qualification or equivalent	Application form, interview	Degree or equivalent qualification in social work or a related discipline E.g. RMN, CQSW or DipSW	Application form, interview
Experience of working with and supporting individuals within mental health and emotional wellbeing services.	Application form, interview	Certificate in Community Development Work or relevant.	Application form, interview
Experience of working within one or more of the following: substance, self-harm, suicide risk, anger, domestic abuse, housing and benefits.	Application form, interview		
Experience of group facilitation and one to one client work.	Application form, interview		
Experience of managing own caseload.	Application form, interview		

Experience of using recovery outcome focussed models and tools (such as WEMWBS, PHQ & GAD).	Application form, interview		
High level understanding of how poor mental health and emotional wellbeing presents in different cultures.	Application form, interview		
Experience of working within social deprivation.	Application form, interview		
Working as part of a team to deliver agreed project outcomes.	Application form, interview		
Ability to identify and promote personal development needs.	Application form, interview		
Experience of risk assessment and a commitment to maintaining a safe working environment complying with safeguarding and health & safety legislation.	Application form, interview		
Skills and Abilities			
Essential Criteria	How Identified	Desirable Criteria	How Identified
Ability to record and maintain information accurately.	Application form, interview		
Excellent boundaries and communication.	Application form, interview		
An understanding of recovery in the context of wider social determinants.	Application form, interview		

Ability to understand community needs including culture, social and lived experiences.	Application form, interview		
Personal Qualities			
Essential Criteria	How Identified	Desirable Criteria	How Identified
Ability to work under own initiative and as part of a team.	Application form, interview		
Excellent self-reflection skills.	Application form, interview		
Able to listen and take on board constructive feedback.	Application form, interview		
Able to hold challenging and difficult conversations.	Application form, interview		
Strong ethics and boundaries.	Application form, interview		
Able to maintain good working relationships and act as a role model.	Application form, interview		
Able to work in a pressured environment sharing strong resilience skills.	Application form, interview		
Special Working Conditions			
Essential Criteria	How Identified	Desirable Criteria	How Identified
Preparedness to work flexibly, as negotiated.	Application form, interview		
A full, clean, UK driving license and own transport will be required for the role.	Application form, interview		

Demonstrate a commitment to equality and diversity and anti-discriminatory practise.	Application form, interview		
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