



Job Description



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| Job Title: | Independent Mental Health Advocate |
| Salary: | £24,906.14 - £27,335.59 (FTE) Dependent on qualifications and pro-rata based on 35 hours |
| Immediate Supervisor: | Group Crisis & Advocacy Services Manager |
| Hours | Full and Part Time |
| Location: | The Mind Wellbeing Centre, Drake Street, Rochdale other venues as necessary. |
| Staff Benefits: | 25 Days Annual Leave, rising with extended service to 32 days per year, plus statutory bank holidays pro rata Auto-enrolment Pension scheme with 3% contribution from the organisation Within reason, we offer Flexible working arrangements to help balance work and personal commitments. We offer ongoing training and development opportunities We are committed to providing wellbeing opportunities in support of staff, including an Employee Assistance Programme. |
| Any Special Conditions of Service: | All service delivery will model the belief that we all have the potential to make positive change and to lead meaningful and purposeful lives. All staff will contribute to the ongoing development of an ambitious and inspirational culture and provide hope, |

empowerment and choices that support individuals to thrive and reach their full potential.

To support this we embrace our values of:

Open – We reach out to anyone who needs us.

Together – We are stronger in partnerships.

Responsive – We listen, we act.

Independent – We speak out fearlessly.

Unstoppable – We never give up.

Summary of Main Duties and Objectives of the Job:

Rochdale and District Mind have held the Secure Advocacy contracts for Prospect Place, Tatton and CAMHS (Fairfield Hospital) for over 16 years. Having held the contract for such a prolonged period is a testament to the level of service we provide and the staff working within the service. Currently one of our team has been promoted to a group manager role and one has secured full time work within an NHS setting. In the past the units were covered separately by two advocates – currently logistics have changed which require we are in 3 separate locations concurrently – hence 3 staff. We have been informed the contract will be until at the least April 2027.

The advocacy service has a base at the Wellbeing Centre however a significant amount of the advocates time will be working upon the units. We have a cloud-based database for case-notes which greatly helps in allowing flexible working.

Rochdale and District Mind are willing to train and support the right candidate to achieve the Advocacy Qualification as we consider our core values to be the most important aspect when supporting patients detained in hospital. The successful applicant will:

1. Provide statutory support as defined by the MH Act to detained patients across a range of settings
2. Follow a rights-based approach supporting patients
3. Attend meetings with or on behalf of patients relating to their care whilst in hospital
4. Record case-notes in accordance with agreed timescales
5. Proactively approach patients upon units to offer support.
6. To be able to evidence Rochdale & District Mind's values at all times, which underpin Rochdale & District Mind's mission to 'ensure that people do not face mental health issues alone and can lead their lives free from stigma and discrimination' by being open, collaborative, responsive, independent and unstoppable.

Responsibilities:

1. To work within our policies and procedures for maintaining safeguarding principles whilst working with service users, volunteers and staff, with support from your line manager and the Designated Safeguarding Lead.
2. To maintain an up to date work plan and to regularly meet with line manager for supervisions, appraisals and reviews as necessary
3. To undertake any duties and responsibilities of an equivalent nature, as may be determined by the CEO from time to time in agreement with the post holder and after consultation.

General principles for all Mind staff:

1. To promote the empowerment of people who experience mental health and emotional wellbeing issues and to help them speak out.
2. To support the active participation of mental health and emotional wellbeing service users in the services they receive.
3. To practice anti-discriminatory behaviour and to adhere to Rochdale and District Mind's objectives and policies in the delivery of all its services.

These responsibilities are subject to annual review and may need to be adjusted in line with service developments.

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| Prepared by | Frank Manning | Date | 19/2/2026 |
| Agreed by Post holder | _____ | Date | _____ |
| Supervisor | _____ | Date | _____ |
| Chief Officer | _____ | Date | _____ |