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# OTR

**OFF THE RECORD BRISTOL**

Registered Charity #1085351

**YOUNG PEOPLE -  
CHANGING MINDS**

8-10 West Street  
Old Market  
Bristol  
BS2 0BH

## **RESILIENCE LAB - HEALTH PROMOTER**

Thank you for your interest in this post. Please find below some background information and other details to help you decide whether to apply for the position.

In the interests of equality CVs will not be accepted so please use the job application form to apply. Applicants will be assessed on their ability to meet the criteria listed in the Person Specification.

### **Enclosures:**

- Role summary
- Role description
- Person specification
- About us

Applications forms can be downloaded from the website [www.otrbristol.org.uk](http://www.otrbristol.org.uk) and can be submitted by either **email to [recruitment@otrbristol.org.uk](mailto:recruitment@otrbristol.org.uk)** or by post to the address above.

The closing date for this role is **12pm, 2<sup>nd</sup> October 2018** and interviews will be held on **9<sup>th</sup> October 2018** in Bristol.

Candidates short-listed for interview will be informed by telephone so please ensure that you provide us with a phone number on which we can reach you on this date. We will not contact unsuccessful candidates.

If you wish to have an informal discussion about the post, please contact Charlotte **[charlotte@otrbristol.org.uk](mailto:charlotte@otrbristol.org.uk)** or tel: **0117 9556698**

Yours faithfully,

Charlie Hubbe  
**Senior Finance & HR Administrator / OTR Bristol**

## ***ROLE SUMMARY***

<b>Job Title</b>	Resilience Lab – Health Promoter
<b>Salary Grade</b>	£23,945 - £26,539
<b>Hours</b>	37.5
<b>Leave</b>	Flexible - Your basic annual leave entitlement is 20 statutory days plus 8 statutory holidays (pro rata). However, OTR operates a flexible leave policy and you are entitled to request as much leave as you would like and need.
<b>Pension</b>	Up to 3% of above salary for standard contracted hours after completion of probation period.
<b>Location</b>	Based at OTR, 8-10 West Street, Old Market, BS2 0BH
<b>Accountable To</b>	Mental Health Promotion Leads
<b>Accountable For</b>	Any new volunteers
<b>Job Purpose</b>	<ul style="list-style-type: none"> <li>• To promote health and wellbeing to young people through the application of resources, materials and workshops under the Resilience Lab branding with a focus on health promotion and prevention.</li> <li>• To co-ordinate and deliver the Resilience Lab across schools, colleges and other youth settings across Bristol and South Gloucestershire, including our current weekly drop-ins.</li> <li>• To support OTR bank staff in facilitating Resilience Lab sessions</li> <li>• To provide Resilience Lab training to all new bank staff, OTR peer navigators and other members of OTR as needed</li> <li>• To support the Resilience Lab ‘Train the Trainers’ programme, co-facilitating these trainings when necessary.</li> <li>• To promote Resilience Lab across all social media platforms</li> <li>• To work towards agreed goals for the delivery of the health promotion work at OTR</li> <li>• To support the development and delivery of further health promotion projects as and when needed</li> </ul>
<b>Key Relationships</b>	<ul style="list-style-type: none"> <li>• Team Leader for Health Promotion</li> <li>• OTR Bank Staff</li> <li>• Membership Team and Peer Navigators</li> <li>• Key stakeholders in mental health, education, employment and social care.</li> </ul>

## ***ROLE DESCRIPTION***

<b>Project Delivery</b>	<ul style="list-style-type: none"><li>• To promote the Resilience Lab and support young people to engage with the service</li><li>• To deliver Resilience Lab workshops at OTR using agreed Resilience Lab materials</li><li>• To co-ordinate with and provide schools, colleges and other youth organisations with direct delivery of Resilience Lab workshops</li><li>• To collect and collate workshop evaluation and feedback</li></ul>
<b>Project Development</b>	<ul style="list-style-type: none"><li>• To attend 6 monthly resource review and development workshops with Team Leaders, young people and key stakeholders.</li><li>• To provide training in Resilience Lab to bank staff and other members of the OTR team</li><li>• To develop the service in alignment with any future delivery expansion</li><li>• To support and co-facilitate the Resilience Lab 'Train the Trainers' programme</li><li>• Effectively and appropriately monitor and evaluate the Resilience Lab workshops</li></ul>
<b>Project Promotion</b>	<ul style="list-style-type: none"><li>• To regularly promote Resilience Lab across relevant social media platforms</li><li>• To ensure that all teams at OTR are aware of Resilience Lab</li><li>• To provide Resilience Lab sessions at OTR Hubs when appropriate</li><li>• To develop good, working partnerships with other organisations; sharing best practice and developing resources etc together when opportunities arise</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• To engage in a structured programme of training and development commensurate to the role.</li><li>• To attend one-to-one supervision.</li><li>• To engage fully with the research and evaluation of the project.</li><li>• To be responsible for ensuring all paper and electronic records are managed and stored safely at all times.</li><li>• To keep up to date with other local services.</li><li>• To respect and maintain the confidentiality of all OTR clients both internally and with external agencies.</li><li>• To work within the spirit and framework of all OTR policies, governance, and delivery philosophy, and to keep up to date with relevant training and professional development, especially in relation to Equality, Participation, Confidentiality, Vulnerable Adults and Child Protection and Safeguarding.</li></ul>

## ***PERSON SPECIFICATION***

	<b>Essential</b>	<b>Desirable</b>
<b>Education &amp; Training</b>	<p>A relevant degree or professional qualification in psychology, social work, mental health nursing, youth work or an allied health profession.</p> <p>Evidence of mental health training.</p>	<p>Evidence of ongoing professional development in health promotion.</p> <p>Experience of working in a solution-focused way and an understanding of strengths- based practice.</p>
<b>Experience</b>	<p>At least two years experience of leading and facilitating groups/workshops.</p> <p>At least two years experience working with children and young people in a health or social care organisation.</p> <p>Experience of managing projects, budgets and associated staff</p> <p>Experience of delivering and presenting training to a range of different professionals.</p>	<p>Experience working in a multi-disciplinary team in a variety of settings (for example schools, youth clubs, colleges etc).</p> <p>Experience of giving presentations to large audiences</p>
<b>Knowledge</b>	<p>Good knowledge of young people’s mental health and wellbeing.</p> <p>Demonstrable knowledge of health and social care systems and structures.</p>	<p>Good knowledge of local services for young people.</p> <p>To have a good working knowledge of current resilience building theory and practice.</p> <p>An understanding of anti-oppressive practice</p>
<b>Skills &amp; Qualities</b>	<p>Excellent communication skills and ability to communicate with a diverse range of stakeholders.</p> <p>The ability to build and maintain meaningful relationships with young people whilst maintaining professional boundaries.</p> <p>Ability to recognise and respect confidentiality and its limits.</p>	<p>The ability to deliver brief therapeutic interventions.</p> <p>The ability to assess and engage positively with risk.</p> <p>A sound skill set in the efficient use of social media.</p>

	<p>An ability to work confidently on own initiative, a self-starter.</p> <p>Excellent ICT skills.</p>	
<b>Personal</b>	<p>Resilience, self care and a capacity to self-manage in times of high demand on service.</p> <p>A willingness to work flexibly, dynamically and autonomously, embracing change.</p> <p>A commitment to social justice and the aims and values of OTR.</p> <p>A deep personal commitment to the emotional health and wellbeing of children and young people.</p> <p>Commitment to own professional development and willingness to undertake the training necessary for the role.</p>	
<b>Other</b>	<p>Willingness and ability to travel and work flexibly across a seven day week and evenings.</p>	

## ***ABOUT US***

What We Believe	What We Value	How We Behave
<ul style="list-style-type: none"><li>• All theoretical models are wrong, but all of them are useful</li><li>• Relationships are what make the difference</li><li>• Mental health is social and political as well as personal</li><li>• Social networks are more powerful than individual solutions</li><li>• Building on strengths and capabilities is more sustainable than meeting needs and vulnerabilities</li><li>• Participatory services are more effective than transactional ones</li><li>• Our work is a vocation</li></ul>	<ul style="list-style-type: none"><li>• Collaboration</li><li>• Diversity</li><li>• Learning</li><li>• Sharing</li><li>• Participation</li><li>• Self-efficacy</li><li>• Self-care</li><li>• Transparency</li><li>• Agency</li><li>• Creativity</li><li>• Social Action</li><li>• Pragmatism</li></ul>	<ul style="list-style-type: none"><li>• We're accommodating</li><li>• We're integrated</li><li>• We're thoughtful</li><li>• We're supportive</li><li>• We're open</li><li>• We're resourceful</li><li>• We're resilient</li><li>• We're communicative</li><li>• We're independent</li><li>• We're imaginative</li><li>• We're motivated</li><li>• We're adaptable</li></ul>