

## JOB SUMMARY

<b>Post Title</b>	Approved Mental Health Professional						
<b>Job Family</b>	<i>Service Delivery</i>	<b>Pay Range</b>	11	<b>Line Manager to others?</b>	No	<b>Role profile ref</b>	SD11
<b>Service Area</b>	Adult Social Care – Mental Health Team						
<b>Line Manager</b>	AMHP Group Manager						
<b>Location</b>	County Hall / Working from Home						

<p><b>Job Purpose</b></p> <p>The Approved Mental Health Professional will contribute to the 24 hour rota, coordinating as well as hold a small complex caseload. They may be required to undertake court work such as applications for s.135 or nearest relative displacement.</p>
<p><b>Job Context</b></p> <ul style="list-style-type: none"> <li>• To consider and co-ordinate Mental Health Act assessments in a timely manner</li> <li>• To maintain an AMHP warrant undertaking the legal 18 hrs relevant training per year &amp; support AMHP trainees by undertaking the Practice Assessor role if required</li> <li>• Work to s29 MHA or any other legal duty requiring court work</li> <li>• To work in partnership with other agencies to endorse better outcomes</li> <li>• Good quality AMHP reports and other agency reports that maybe required</li> <li>• To hold a caseload, Undertake statutory duties under the Care Act 2014, Mental Health Act, Mental Capacity Act and other legislation and guidance</li> <li>• To undertake safeguarding enquires and reviews</li> <li>• Apply policies, procedures, codes of conduct and practice in a range of settings and locations as required.</li> </ul>

<b>Knowledge, Skills and Experience</b>			
<b>Role Profile requirements.</b>	<b>Job specific examples.</b> (if left blank refer to left hand column)	<b>Essential</b>	<b>Desirable</b>
Proven ability to influence based on facts and evidence, a range of audiences with differing competence and abilities. Ability to communicate one to one and with specific client groups.	Proven ability working with people in a social care setting or other area where there is evidence of development and use of transferrable skills in assessment and analysis. Proven ability to engage with others in many different settings.	<b>E</b>	
Substantial practical experience demonstrating development through a series of progressively more demanding and relevant work roles. Relevant experience within the service area, working as part of team to meet service standards, targets and deadlines.	To develop and maintain a generic skill set that allows the Isle of Wight Council to employ your skills, abilities and experience across the Council and its formal partnerships as needed.	<b>E</b>	
Good communication, interpersonal and presentation skills. Ability to understand and explain complex information to a range of audiences. Proven ability to negotiate with, persuade and influence others.	Ability to plan and negotiate support plans in accordance with the eligibility threshold within the Care Act. General Needs and Risk Assessment skills in and Health/Social Care setting.	<b>E</b>	

## JOB SUMMARY

	To ensure a high level of data quality for all information recorded, ensuring that the information is timely, accurate and complete.		
Good ICT skills including both standard Microsoft applications and specialist systems.	Good written and verbal communication skills. Ability to learn and use local recording processes.	<b>E</b>	
Authoritative knowledge of the specialist work area and relevant legislation, regulations, processes, systems, procedures and standards. Good knowledge of other areas of the authority relevant to the service and of wider sector / external influences. Experience of contributing to the development of procedures and practices.	Be aware of care resources and services, and to advise, act for or arrange access to care and help on behalf of people in need. Also, to encourage the development of suitable resources and partnerships that would benefit carers and users of care services.  Manage and be accountable for personal practice and development, using supervision and the PDP process to identify training needs. Demonstrate and evidence competence in professional social care practice.  Ensure that personal practice and services comply with the council's commitment to equality.  To be familiar and up to date with changes relating to legislation policy and guidance.	<b>E</b>	
Good planning and organisational skills, with proven ability to prioritise and co-ordinate workloads, monitor and evaluate work, to ensure deadlines are achieved.	Ability to manage a case load under the direction of a Group Manager to ensure time targets are met in line with local and national guidance. Able to make use of supervision and personal development review to ensure best use of time, skills and development opportunities.	<b>E</b>	
Proven research, investigation and analysis skills demonstrating evidence of the ability to identify and diagnose problems/issues and develop solutions/recommendations that are both cost effective and within time constraints.	Ability to show clear rationale for decision making supported by legal case law/research.  Creative with identifying care packages using the ethos of strength-based approach.		<b>D</b>
Excellent customer service skills, with experience of resolving escalated and complex queries.	Good clear communication skills. Confident with dealing with assertive partners to enable positive outcomes.	<b>E</b>	
Proven ability to build and maintain relationships and engage successfully with stakeholder community.	Continue to maintain health relationships with stakeholders to ensure good outcomes for clients.	<b>E</b>	
Budget management experience. Knowledge of relevant financial processes and experience or training sufficient to ensure financial processing and / or budget monitoring is completed accurately.	Awareness of financial process/systems and getting better outcomes by exploring all options.		<b>D</b>
Experience of volunteer management where appropriate to the job.			

## JOB SUMMARY

<b>Qualifications</b>			
<b>Role Profile requirements.</b>	<b>Job specific examples.</b> (if left blank refer to left hand column)	<b>Essential</b>	<b>Desirable</b>
Educated to HND, foundation degree standard or equivalent experience.	Level of education from Diploma in Social work to Masters.	<b>E</b>	
May require relevant certifications including evidence of fluency in English language.			<b>D</b>
Relevant professional/vocational qualification	Qualification in Social Work, Occupational Health or RMN. AMHP Qualification.	<b>E</b>	
<b>Other Requirements</b>			
Full driving licence and car required. Enhanced DBS for Adults and Children's. Registered with relevant regulatory body, such as Social work England, HCPC and/or NMC.			

### **Out of Hours Standby and Call Out**

You will be required to take part in the Out of Hours Stand-by Duty Rota as and when requested by management. Standby and call out duties are paid in accordance with the IWC Terms and Conditions 2012 document.