

Job Description

Mental Wellbeing Coach (Prison Based)

Responsible to	Team Leader
Salary	NJC Scale 22 (£33,699)
Hours per week	35 hours per week
Annual Leave per annum	25 (rising to 30 days after 5 years)
Main base	HMP Forrest Bank / HMP Styal / HMP Risley / HMP Thorn Cross
Contract	Fixed term until July 2026
Level of DBS check	Enhanced with check of adults barred list

Main aims of the post

To support people in prison to navigate their way through the complex health and social care environment, removing the barriers that may impede self-management and helping to embed coping strategies.

To address specific barriers that are important to clients such as isolation, anxiety management, sleep issues, employment issues, wellbeing support or behaviour change

You will:

- ❖ Offer help, advice, and emotional support in prison and in preparation for leaving prison
- ❖ Use person-centred coaching tools and relationship-based practice to support people in prison to achieve goals and address issues that are important to them
- ❖ Work collaboratively to deliver holistic support with other members of the service from a range of partner organisations.
- ❖ Be responsible for developing effective working relationships with all partners, stakeholders, and local organisations to create social networks and local activities that can be sustained by the community in the longer-term, once a person in prison has been released
- ❖ Deliver a range of peer coaching one-to-one and group interventions
- ❖ Promote wellbeing and healthy lifestyles

Main duties of the post
1. To work with a variety of individuals, in Prison, in one to one and group settings using a range of peer support coaching interventions, and evidence-based tools and techniques to help clients achieve their goals
2. To develop and maintain good communication with people accessing the service to ensure that their strengths, goals and preferences as individuals are met and connect them to relevant services and opportunities within Prison and in their community, when they are released
3. To manage a caseload of clients and to record activity and report in a timely manner.
4. To develop and maintain positive and effective relationships with key relevant Prison and community based service providers to ensure effective and smooth onward referrals
5. To undertake person centred assessments which identify areas where the person wishes to see change and or recovery and make an accurate assessment of risk to self and others
6. To make decisions on suitability of new referrals, adhering to the service criteria and supporting the person to the right part of the wider mental health pathway within Prisons
7. Build up knowledge of what services are available in the local and wider community and assist with recording this both locally and centrally
8. To work with groups of clients to help them achieve their goals, identifying local gaps in meeting a specific need and feed this information into team meetings.
9. Support and assist with the monitoring and evaluation of the programme including collating relevant monthly monitoring information as well as collecting broader qualitative and outcome data from case studies, focus groups and interviews to understand how or why the delivery approach is impacting on people in prison
10. As part of the wider Prison Health team contribute to the development of the service including the development and maintenance quality assurance and improvement systems that monitor standards and support high-quality service delivery.
11. To ensure quality standards are adhered to and met, and statutory responsibilities are followed and reported as required
12. To actively participate in caseload management with your line manager / coordinator

General work related expectations
1. To work within the Big Life group's values ethos and vision

2. To contribute to the development of the Big Life group
3. To work in accordance with all policies and procedures of the Big Life group, particularly (but not exclusively) Health and Safety; Information Governance and Safeguarding (SG is renewable every 3 years)
4. To commit to own personal development and attend training or development activities as required
5. To work in accordance with all relevant legislation
6. To undergo regular supervision and at least an annual appraisal
7. To undertake any other duties as required, and as appropriate to the post

Person Specification Mental Wellbeing Coach

The successful candidate must be able to demonstrate that they meet all of the following points below.

Key – Method of Assessment; A = Application form; I = Interview; T= Test; P= Presentation

Area	Method of assessment
1.Experience	
a. Experience of working with people facing a range of barriers and social issues	A/I
b. Experience of managing a caseload of clients and keeping up to date records using a database	A/I
c. Experience of working with individuals (1-2-1) and groups of people in different settings to help them achieve their goals	A/I
d. Experience of working with a range of agencies and organisations to develop effective working relationships	A/I
e. Experience of working effectively in a person-centred way with individuals with people with multiple needs who may be in a difficult or emotional personal situation	A/I
2.Skills	
a. Ability to use a client database and take quality notes to keep accurate records	A/I
b. High level of self-awareness – the ability to reflect on own practice and ability to assist clients to help them define and achieve their goals and aspirations.	A/I
c. Ability to manage a varied and complex workload effectively	A/I
d. Ability to work well across a range of different subject areas such as mental health, education, employment, probation with staff from a range of agencies and organisations to better integrate services for clients	A/I

3. Knowledge	
a. Knowledge and understanding of the difficulties faced by people who experience multiple needs.	A/I
b. Knowledge of the local area your service is based in (community groups, services available as well as local demographics)	A/I
4. Education	
a. Ability to integrate training into practice	A/I
5. Personal	
a. Positive outlook and a 'can do' attitude	A/I
b. Personal resilience and flexible attitude in the face of difficulties	A/I
c. Commitment to working towards the Big Life group's ethos and values, including having a non-judgemental approach	A/I
d. Commitment to personal development and a willingness to regularly update skills and experience	A/I