

This post requires that the post holder has the following skills and experience to fulfil the job description. Please address yourself to the points marked * and explain clearly how your experience and knowledge meets each of these requirements.

Experience

- Lived experience of at least two of the following: mental ill health, alcohol/substance misuse, offending behaviour or homelessness.
- * Experience of being a representative for client's views or experience as a group facilitator or Peer Mentor.
- * PTLLS Training
- * Experience in using line management effectively. Supervising employees and volunteers.

Ability/Skills/Knowledge/Attitudes

- Knowledge of local agencies (Mid Sussex & Crawley) that provide services to people struggling with their mental health.
- Responsible for collating and reporting key performance data.
- * Good communication skills (both oral and written).
- Good interpersonal and listening skills. Ability to listen to others and to ensure their views are represented.
- * Competent in using IT. (For e.g. Word, Zoom, Microsoft Teams, Excel, Outlook)
- * Ability to work well as part of a team, on your own initiative and in a group setting.
- Ability to communicate with members of the team as well as workers in other agencies in a professional and appropriate manner.
- * Ability to communicate with clients in a professional manner as well as being empathetic and sensitive.
- Able to use a problem-solving approach.

- * Good organisational skills (ability to plan, organise your workload, good time keeping).
- Ability to talk in front of an audience.
- * Passionate and empathetic about representing client's views and improving services received by people struggling with their mental health.
- * Commitment to equality and diversity.
- Commitment to personal development.