

PERSON SPECIFICATION
Student Wellbeing Coordinator
Vacancy Ref: A2569

Criteria	Essential/ Desirable	Application Form/ Supporting Statements/ Interview *
<p>Educated to degree level (or equivalent) with a relevant professional qualification in the field of mental health, for example:</p> <ul style="list-style-type: none"> ➤ RMHN nursing degree or equivalent ➤ Minimum of a PG Diploma in Counselling/Psychotherapy ➤ Diploma/MA Social Work- mental health post qualification experience/further study ➤ HIT. IAPT ➤ Clinical psychology doctorate <p>Must also be accredited/approved in their field e.g. valid NMC PIN Number, HCPC approved; if a therapist, must be an accredited member of BACP, BABCP or UKCP.</p>	Essential	Application form
<p>Additional clinical training in providing short-term interventions with experience of utilising in professional practice.</p>	Desirable	Application Form
<p>Minimum of 3 years post qualification experience working with adults experiencing a range of mental health difficulties, including full assessment of clients with complex needs.</p>	Essential	Supporting statements/ Interview
<p>Experience of caseload management in an environment that supports vulnerable adults, those experiencing mental health, wellbeing and other difficulties.</p>	Essential	Supporting statements/Applica tion form
<p>Demonstrable ability to gather, understand and convey complex and sensitive information in order for critical decisions to be made.</p>	Essential	Supporting statements/intervi ew
<p>Demonstrable ability to coordinate actions across a range of internal and external services in response to complex situations.</p>	Essential	Supporting statements/ Interview
<p>Knowledge and understanding of current issues facing students.</p>	Essential	Interview

Experience of extracting and analysing data and producing reports	Essential	Supporting statements/Interview
Experience of developing procedures and processes.	Essential	Supporting statements/Interview
Well-developed skills in prioritising competing demands and rapidly changing priorities with minimum support.	Essential	Supporting statements/Interview
Well-developed personal resilience to cope with the demands of managing an intensive and rapidly shifting workload.	Essential	Interview
Demonstrable solution-focused attitude with the ability to respond positively to change according to the needs of the team/workload.	Essential	Interview
Knowledge of current mental health legislation and experience of utilising legislation to support professional practice.	Essential	Interview
Evidence of continuous professional development / clinical supervision to at least professional body minimum requirements.	Essential	Interview
Excellent verbal and written communication skills and build professional relationships with a range of stakeholders.	Essential	Interview
Strong IT and digital skills with experience of using IT systems to manage and record caseload activity.	Essential	Supporting statements

- **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence eg award of a qualification. Will be “scored” as part of the shortlisting process.
- **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
- **Interview** – assessed during the interview process by competency based interview questions, tests or presentation etc.