

RECRUITING FOR ETHNIC MINORITY OUTREACH SPECIALISTS (two roles to fill)

ETHNIC MINORITY OUTREACH SPECIALIST ROLE – JOB DESCRIPTION

Twining Enterprise supports people across North & West London with mental health problems to find and sustain work, typically using the internationally recognized Individual Placement and Support (IPS) approach.

We are now looking to recruit two professional and self-motivated Ethnic Minority Outreach Specialists to be responsible for reaching out to, and engaging with, ethnic minority communities in Haringey and Barnet. They will identify individuals within these communities experiencing mental health issues to ensure they are informed and comfortable accessing specialist employment and other relevant support services.

For these roles we are offering flexible working, career development opportunities and competitive financial rewards. We are also strongly committed to equality of opportunity in employment and oppose all forms of unlawful or unfair discrimination.

Job title – Ethnic Minority Outreach Specialist (two roles)

Salary - £28,300 - £31,500 (dependent on experience)

Responsible to – Service Lead

Location – Haringey / Barnet (with some working from home)

Contract – Fixed term until end March 2024

Full time

PERSON SPECIFICATION

Essential Knowledge, Skills and Abilities we will shortlist you on.

We are also interested in transferable skills and experience which could support your attributes in these areas.

- Experience in planning and executing community outreach and engagement activities.
- Familiarity with the local ethnic minority communities.
- Knowledge and understanding of mental health issues. More specifically, awareness and experience of the support needs of people with mental health conditions in finding, returning to/retaining mainstream employment.
- Cultural sensitivity and ability to work with people from diverse backgrounds.
- Experience of effective diary management, prioritising tasks and working to deadlines.
- Excellent computer skills including experience of using Microsoft Office packages.
- Excellent interpersonal and communication skills (face to face, by telephone and in writing) and as part of a team.

- Ability to think creatively and provide excellent local partnership work.
- Willingness to travel in designated Boroughs.
- Knowledge of and commitment to relevant policies, procedures, and standards e.g. Health & Safety, Confidentiality (Data Protection), Equality & Diversity and Sustainable Development, Equality Act 2010 and employment law.

Desirable Experience and Skills

- Qualification in social work, psychology, or related field.
- Fluency in community languages.
- Experience working in a mental health support setting.
- Familiarity with ethnic minority communities in Barnet or Haringey.
- Knowledge and experience of working in a health or social care setting.
- Experience working in an IPS or employment support service.

Attitudes

- Positive, professional, and self-motivated
- Dynamic personality, confident engaging with a range of stakeholders to promote the service.
- Strong belief in the value of employment in supporting good mental health.
- Empathetic and person centred.
- Committed to equality of opportunity and diversity.
- Open to feedback and proactive in addressing self-development.
- Proactive in managing one's own health and wellbeing.

RESPONSIBILITIES AND DUTIES

1. Conduct outreach work for ethnic minority communities in Barnet and Haringey.
2. Identify and support individuals within these communities struggling with mental health challenges.
3. Facilitate engagement between these individuals and relevant employment support services.
4. Monitor and report on engagement levels and feedback from the local ethnic minority communities.
5. Collaborate with other community organizations, partners and leaders to enhance outreach to help identify in-need individuals and raise awareness of local employment support services.
6. Offer culturally sensitive support and signposting guidance.
7. Maintain accurate and up to date records of activity and outcomes in line with service requirements.
8. Contribute to the development of a service that is locally responsive and supports minority/disadvantaged communities.
9. Comply with and actively promote all Twining policies and procedures including Equality and Diversity, safeguarding and data protection.
10. Receive regular supervision and training to meet individual, team and organization's needs.
11. Perform other tasks as required by your manager.

HOW TO APPLY

Please email jobs@twiningenterprise.org.uk with:

- a tailored copy of your CV.
- a covering letter detailing how you meet the Essential Knowledge, Skills and Abilities we shortlist on (see Person Specification above). We will not accept generic cover letters.

Please also make sure you complete and send separately our Twining Equalities Monitoring Form which can be found in the 'Jobs' section of our website.

The deadline for applications is: On-going.

We will interview suitable candidates as soon as applications are received. The first interview will be a short telephone call. If successful, you will then be invited to a panel interview. We find this process works best to ensure a good fit for both parties.

ABOUT TWINING ENTERPRISE

Who we are

Twining Enterprise exists to improve mental wellbeing by supporting people in and into work. Everything we do is aimed at helping people with mental health conditions gain access to the benefits work has to offer. Our tailored practical employment support doesn't just help with work-related goals, it improves our clients' wellbeing and lives.

We are one of London's leading mental health employment charities. We provide life-changing support to 2,000 Londoners with mental health problems every year. Our clients regularly tell us that our support has helped them achieve progress they didn't believe was possible.

How we work

Individual Placement & Support (IPS) is an internationally recognised and evidence-based supported employment intervention. IPS is regarded as the most effective and efficient way of helping people with mental health issues into competitive and sustainable employment.

Twining was the first non-NHS provider to be awarded Centre of Excellence status for its IPS service in Barnet.

You can read more about us and our client successes here www.twiningenterprise.org.uk.