

## Job Description – Trainer: Mental Health

Located in	Reporting to	Hours
Greater Manchester	Head of Adult Care	37.5 per week

### Job Purpose

As a Mental Health Trainer, you will play a pivotal role in equipping learners with the essential study skills, confidence, support, and motivation needed to progress to degree-level education. Your responsibilities include delivering course content that covers a wide range of critical topics, from understanding the roles and responsibilities of a mental health nurse and adhering to the NMC Code of Practice to teaching learners how to write critical and analytical reflective practice pieces. You will empower and prepare learners for a future in mental health nursing by providing comprehensive support, guidance, and high-quality training.

### Key Responsibilities

- Develop, customise, and update mental health training programmes in alignment with wellbeing goals and the latest industry standards. This includes creating training materials, e-learning modules, and resource guides.
- Conduct engaging and interactive training sessions for learners, adapting training methods to accommodate diverse learning styles and preferences.
- Monitor the effectiveness of mental health training programmes through assessments, surveys, and feedback. Continuously refine and improve training content and methods based on data-driven insights.
- Policy Development: Assist in the development and implementation of mental health policies, practices, and procedures that foster a supportive and inclusive work environment.
- Organize and promote mental health awareness campaigns, workshops, and seminars to reduce stigma, increase understanding, and encourage open conversations about mental health.
- Collect and analyse data related to mental health training effectiveness, employee well-being, and mental health metrics. Create regular reports to inform management of programme outcomes and areas for improvement.
- Stay updated on the latest developments in mental health, well-being, and best practices in the field. Attend relevant conferences, workshops, and training to ensure that the mental health programmes are current and effective.

## Key Performance Indicators

- The progress made by learners over time, as measured by their performance, skills development, and achievement of specific learning outcomes from their starting point.
- The quality of feedback provided to learners, including its effectiveness in guiding their development and continuous improvement.
- The standard and quality of teaching, learning and assessment practice, in both 1:1 and group delivered sessions.
- The level of engagement and collaboration with stakeholders, ensuring effective coordination and alignment in training processes and practices.
- The level of learner and employer satisfaction with the teaching, learning and assessment process and approach.
- The timeliness and level of learner achievement, including improved performance, increased knowledge retention, and enhanced skills acquisition.

## Health and Safety

- You will ensure you follow all Acorn Training health and safety guidelines and fire regulations set out in the policies, follow safe working practices and complete any mandatory training.

## General

- Be aware of and follow all Acorn Training policies.
- Have regular 121's throughout the year to monitor performance, objectives and progress and support your personal development and wellbeing.
- Take part in any required training needed to fulfil your role.
- Commitment to the Professional Standards – Values and Attributes, Professional Knowledge and Understanding and Professional Skills.
- Promote and uphold the principles, policies, and all relevant statutory requirements, including the Equality Act, the HASWA, GDPR and Safeguarding, including Prevent.
- Undertake such other duties as may be required from time to time commensurate with the level of the post.

## Person Specification

Criteria	Essential	Desirable
<b>Qualifications and specific training</b>	<ul style="list-style-type: none"> <li>• Bachelor's degree in psychology, counselling, social work, or a related field.</li> <li>• Level 3 Certificate in Assessing Vocational Achievement (CAVA) or equivalent, or willingness to work toward.</li> <li>• Level 3 Award in Education and Training (AET) or equivalent, or willingness to work toward.</li> <li>• GCSE grade A*-C (or equivalent) in English and Maths.</li> <li>• Full, clean driving licence and access to vehicle for travel.</li> </ul>	<ul style="list-style-type: none"> <li>• Level 4 IQA qualification</li> <li>• Level 4 Certificate in Education and Training (CET) or equivalent</li> <li>• IOSH Health and Safety at Work qualification.</li> <li>• First Aid at Work qualification.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Current and continuing involvement within the healthcare sector.</li> <li>• Previous experience in delivering mental health training or educational programmes.</li> <li>• Meeting targets for timely achievement.</li> <li>• Working successfully as part of a team.</li> </ul>	<ul style="list-style-type: none"> <li>• Supporting learners to achieve successful outcomes in a work-based environment.</li> <li>• Practical experience in conducting crisis intervention and providing support to individuals in distress.</li> <li>• Working with a diverse caseload of learners</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Strong understanding of mental health disorders, treatment modalities, and therapeutic techniques.</li> <li>• Knowledge of current mental health legislation and ethical guidelines</li> <li>• A good understanding of and commitment to Health and Safety, Equality and Diversity Safeguarding and Counterterrorism legislation as it applies to teaching, learning and assessment.</li> <li>• Competent in the use of ICT to support teaching, learning, assessment and communication.</li> </ul>	<ul style="list-style-type: none"> <li>• Up-to-date knowledge of the expectations of Ofsted, and subject knowledge and expertise that reflects best practice in the field or sector.</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Good communication and interpersonal skills.</li> <li>• Good record keeping skills and attention to detail.</li> <li>• Efficient time management.</li> <li>• Ability to influence others.</li> <li>• Able to work flexibly and using own initiative.</li> <li>• Highly motivated and proactive.</li> <li>• Always maintain a professional approach and act with integrity.</li> </ul>	

As a recognised, highly inclusive employer, we are particularly interested in receiving applications from Black and Minority, Ethnic (BAME) communities, LGBTQ+ communities, and individuals living with disabilities and from applicants where sectors are typically misrepresented by gender stereotypes.

Acorn Training aspires to be a Positive about Disabled Lead employer.

**Last Reviewed: October 2023**