



# Young Mental Health Champions Project Co-ordinator

- Location:** Based at Marlow, travel across Bucks
- Hours:** 20 hours per week
- Salary:** Annual salary £14,996 (£30.000 FTE)
- Contract type:** Part-time, fixed-term contract for one year from date of employment  
(There is the potential for an extension to the contract should further funding be obtained.)

## About us

Brighter Futures Together is a Marlow-based not-for-profit organisation that runs innovative projects designed to boost children and young people's mental health and wellbeing. Our aim is to support children and young people to have brighter days filled with opportunity, empathy and hope. We achieve this by:

- Helping the youth sector by offering specialist consultancy, advice and training
- Delivering projects that directly support children and young people and those around them

We are a small but mighty team with a passion for making a difference. Between us, we have extensive experience of the youth sector. We know from first-hand experience the amazing positive impact youth work projects can have – especially if children and young people are involved in steering them – and that is what drives us. The scope of our work ranges from national to regional (Thames Valley) to local (Marlow area).

## About the role

Sadly, our first-hand experience confirms that many young people today are really struggling with mental health challenges. National data showed one in five children and young people aged 8 to 25 years had a probable mental disorder in 2023 (NHS Digital, 2023), after the Covid pandemic exacerbated an already serious situation.

Bucks Young Mental Health Champions (YMHCs) is a peer-education project that empowers 13–18-year-olds to have a positive influence on their own mental health and the mental health of those around them. The scheme's innovative approach allows young people to lead and effect change while benefitting from the positive mental health effects of volunteering to help others. And it really works – peer education has been shown to be highly effective in promoting good mental health among young people.

Through the Bucks YMHC project, young people come together in teams to:

- 1. Learn** – each YMHC completes a Level 2 qualification accredited by the Royal Society of Public Health (RSPH). YMHCs aged over 16 also complete a 2-day Youth Mental Health First Aid Qualification, awarded by Mental Health First Aid England.
- 2. Have a voice** – YMHCs ‘mystery shop’ local mental health services to ensure that young people's voices are heard when new services are being designed, commissioned and publicised in Bucks.
- 3. Make a difference** – YMHCs design and deliver strong messages to their peers in schools and community groups on themes related to mental health and wellbeing, including how to boost resilience and how to access local sources of support and early help.

We launched Bucks YMHCs as a pilot project in January 2024 and now have plans to expand the project's reach. Key to this exciting new role is ensuring the positive development and future sustainability of the YMHC project by evaluating the positive outcomes the project achieves and supporting BFT's Directors in securing further long-term funding.

To be successful in this role you will be an experienced youth practitioner who is highly skilled in education facilitation, training and/or workshop delivery to young people. You will be an inspirational role model for young people and colleagues, and someone who can thrive in a fast-paced environment. You will also be highly skilled in project coordination/programme management and partnership working.

## Key responsibilities – the things you will do

- Lead the operational planning, co-ordination and delivery of our Young Mental Health Champions Programme
- Liaise with schools/colleges and the local community to set up the teams of YMHCs
- Establish, manage and nurture relationships with staff in schools and colleges to deliver the project in their establishment
- Support with the recruitment of young people as YMHCs from the community and via education settings
- Apply a process for assessing young people's needs to ensure training is accessible for all, implementing adaptive approaches to training that mitigate barriers to engagement
- Have an understanding and experience of the importance of youth voice in the development, planning and delivery of the project
- Plan and prepare session plans, establishing the session aims, format and content and anticipating outcomes for the CYP attending
- Evaluate the impact of the YMHC programme using appropriate evaluation techniques
- Record and maintain data on our management information system
- Monitor the delivery of group sessions/activities and ensure high quality standards, reviewing each session upon completion and identifying the session's strengths and areas for improvement/development
- Ensure that overall and programme participation targets are consistently met, for example attendance targets and outcome targets in line with Royal Society of Public Health requirements
- Monitor key performance indicators, managing processes for measuring and reporting on impact and outcomes

- Work with the Directors at BFT in securing further funding for the YMHC scheme to continue after the one-year project
- Ensure diversity across group sessions/activities for CYP
- Liaise with partner agencies (CAMHS/Mind/Kooth) to arrange mystery shopping of local services
- Support young people to design and deliver health messages to peers
- Maintain and build positive relationships with parents/carers, CYP and wider stakeholders, including those in health, education and social care and the wider CAMHS system to support the project
- Ensure the project is well communicated to all young people using a variety of communication methods, including face to face, social media and print based media
- Comply with all policies and procedures, with reference to safeguarding, codes of conduct, health and safety and equality and diversity, to ensure all activities are inclusive and accessible
- Oversee the submission of monitoring returns as required by any grant-funding agreements, ensuring that they are accurate and submitted on time
- Act as the main contact with the Royal Society of Public Health (RSPH) and ensure compliance with GDPR and data protection protocols
- Support YMHCs to complete their RSPH portfolios, followed by marking and evaluating their work before submission to the RSPH for moderation
- Support YMHCs to access future opportunities such as volunteering
- Organise celebration events for YMHCs who complete the programme

## Person Specification – the skills, experience and knowledge you need

<b>Experience and knowledge</b>	<b>Essential</b>	<b>Desirable</b>
Qualification in Mental Health, Youth Work, Social Work, Psychology or Teaching	x	
Experience of designing and delivering training/group programmes for diverse groups of young people, including development of materials, including workshop/session plans, presentations, assessments and multimedia resources	x	
Experience of delivering accredited qualifications to young people		x
Highly organised with the ability to prioritise and manage workload, working autonomously	x	
Experience of supporting others to become effective facilitators and trainers		x
Proven experience of working to deadlines and achieving outcomes against targets	x	
Highly motivated and able to learn quickly, willing to seek advice appropriately and actively participate in supervision and training as required	x	
A reflective practitioner who can share and gather feedback as well as take on new ideas	x	
Experience of working with education settings, including education facilitation, training or workshop delivery		x
Experience of engaging and involving stakeholders to support the delivery of a project	x	
Knowledge of children and young people gained through academic study in child development, child wellbeing or mental health	x	
Knowledge and understanding of the range of young people’s mental health difficulties, health inequalities and how the wider determinants of health can impact mental health		x
Understanding of safeguarding and maintaining a safe environment for young people	x	
<b>Skills and attributes</b>		
Strong organisation, planning and project management skills	x	
Excellent communication skills, both verbal and written, relationship building, negotiation and interpersonal skills both with presenting and leading groups	x	
Ability to relate to young people from all backgrounds	x	
Effective people management and coaching skills	x	
Self-motivated and able to work to multiple deadlines, remaining calm under pressure	x	
Strong organisational skills, with structured approach, ability to be flexible and responsive with a focus on results	x	
Ability to be non-judgemental and open-minded	x	
Ability to care about and be sensitive to individuals and the community	x	
Knowledge of inclusion and equality & diversity	x	
Knowledge of GDPR and data protection	x	

Knowledge of social media and other medias to promote messages	X	
<b>Other</b>		
Demonstrate a commitment to the goals and drivers behind Youth Mental Health Champion Ethos	x	
A full UK Driving Licence and ability to travel	x	
Willingness to work flexible hours, including evenings and weekends to meet the operational needs of the project	x	

## What you can expect from Brighter Futures Together

You will be working in an evolving and dynamic team with highly skilled, motivated and committed volunteers and staff team, making a real difference to young people.

You will be provided with regular supervision and given the opportunity to build your skills and identify professional development targets. Full induction and training will be provided, including safeguarding.

## How to apply

- Download the job application form from our website and return it to [hello@brighterfuturestogether.org.uk](mailto:hello@brighterfuturestogether.org.uk)
- Please submit your application by Sunday 15 December 2024 (midnight)
- Interviews will take place on Friday 20 December 2024 in Marlow

## Additional information

There are checks that Brighter Futures Together must do by law before you can start this role:

- An Enhanced Disclosure and Barring Service (DBS) check with a Children’s Barred List check. A DBS check gives us information about your criminal record.
- Obtain two references from people who can tell us what skills, knowledge and experience they think you can bring to the job.
- ‘Right to work’ to make ensure that you can legally work in the UK.

## Other terms and conditions

<b>Hours of work</b>	Your normal hours of work are 20 hours each week excluding a daily lunch break and travel to and from the main place of work.  We will work together to set a regular working pattern around the needs of the project and your availability.
<b>Your place of work</b>	Marlow Youth and Community Centre, and other local venues as agreed.  Delivery will be across Bucks.

	You may be required to travel to carry out your duties at other locations as may be required for the proper performance of your duties. Travelling expenses will be restricted to mileage or public transport only.
<b>Holidays</b>	25 days per annum plus English Bank Holidays. A pro-rata entitlement is calculated for part-time workers in each holiday year (which runs from the 1 <sup>st</sup> January to 31 <sup>st</sup> December).
<b>Training</b>	Undertake any training and development deemed necessary for the pursuance of the post, as identified through the induction and supported through our appraisal process.