**Job Description and Personnel Specification**

**CAMHS Carer Advocate (part-time fixed term maternity cover)**

**ROLE SUMMARY**

The post of Carer Advocate for Child and Adolescent Mental Health Services (CAMHS) is a key addition to CAUSE’s advocacy service supporting families, parents, carers and friends. In this role, you will be working with parents / guardians of those children and young people admitted to Beechcroft, the regional child and adolescent inpatient facility for Northern Ireland.

The successful applicant will be working on site in Beechcroft and in the community with CAUSE colleagues, Beechcroft staff and a range of other key stakeholders to develop advocacy and support services for parents and carers of young people who are engaged with CAMHS. You will also link with VOYPIC’s advocacy service in Beechcroft for young people.

This is a new role for CAUSE and Beechcroft so you will be joining CAUSE at an exciting stage of our development as a small charity with big ideas!

**ABOUT CAUSE**

CAUSE provides practical and emotional support to empower families, partners and friends caring for a loved one who has experienced serious mental illness. Serious mental illness would include such conditions as severe depression, bi-polar disorder, personality disorder, schizophrenia, psychosis, or severe anxiety/phobia.

We are unique in our peer-led approach as the charity’s carer advocacy team is staffed by present and former carers. CAUSE is a local charity and non-profit making registered company limited by guarantee which operates throughout Northern Ireland

**CAMHS CARER ADVOCATE JOB DESECRIPTION**

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| **Location:** | Beechcroft, Forster Green Site, 110 Saintfield Road, Belfast, BT8 6HD |
| **Contractual Status of Role:** | Fixed term maternity cover |
| **Hours of work** | Part-time TBC |
| **Reporting to** | CEO |
| **Number of direct reports to this role** | Not applicable |
| **Salary:** | £22,443 per annum pro-rata |
| **Main Responsibilities** | * To provide emotional and practical support to families, parents and on occasion friends of a loved one who have engaged with CAMHS on a one-to-one basis and in carers’ groups * To work with families/carers to empower them to represent their interests, needs and resolve issues in the course of advocacy work * To develop relationships with key stakeholders and teams within CAMHS, health social care trusts and other community and voluntary services in providing support and advocacy for families/carers * To represent CAUSE and carers on planning and management forums * To participate in relevant service development / improvement initiatives with Beechcroft teams * To assist with CAUSE’s Helpline as required * To promote CAUSE’s services and effective outreach to families/carers * To promote CAUSE relevant training, respite, conferences and other activities to families/carers * To be involved in the delivery of workshops / events which facilitate learning about carers * To prepare reports in line with an agreed work plans * To work in partnership with the CAMHS and other service providers where relevant at a strategic level on policy / service development * To keep abreast of relevant research and policy developments within the health and social care services * To participate in service monitoring, evaluation and development * To ensure good communication with relevant stakeholders * To undertake appropriate travel to fulfil job requirements * To undertake such other reasonable duties as CAUSEmay from time to time require |
| **Essential criteria** | |
| **Experience:** | Caring for or a child or adolescent who has experienced mental ill health  **OR**  Caring for loved one who has experienced serious mental illness.  Mental illness would include such conditions as severe depression, bi-polar disorder, personality disorder, schizophrenia, psychosis, OCD or severe anxiety/phobia. |
| **Knowledge:** | * Able to demonstrate knowledge of mental health and carers’ issues * Show an understanding of the healthcare system |
| **Skills:** | * Able to deliver formal presentations to groups * Able to communicate and empathise with individuals * Able to build good working relationships with individuals and other organisations * Able to facilitate groups in a workshop / event setting * Highly motivated self-starter able to work both on own initiative and also to work effectively with the wider team * Excellent inter-personal and communication skills * Proficient user of Microsoft Office (Word, Excel, Outlook etc.) * Must have a driving licence and access to transport as the role will involve travel * The ability to work flexible hours and to travel throughout the Trust area as demanded by the job |
| **Desirable criteria** | |
| * Post-secondary level of education * An understanding of the community and voluntary sector * Knowledge / experience of working within the mental health sector or with carers * Involvement / experience or a qualification in youth work / working with children | |
| **Additional Circumstances:** | * The post holder will be subject to an Access NI check |
| ***Notes:***   * ***This role description is not intended to be exhaustive in every respect, but rather to clearly define the fundamental purpose, responsibilities and dimensions for the role. Therefore, this role description does not describe any individual role holder.***   ***In addition to the contents of this role description, employees are expected to undertake any and all other reasonable and related tasks allocated by line management.*** | |