

# Role Description: WY-FI Peer Mentor

<b>Role Title:</b>	<b>Peer Mentor (WY-FI)</b>
<b>Salary</b>	Voluntary (Inclusive of expenses)
<b>Duration</b>	Course: Successful applicants complete a 12 week Level 2 accredited course. Placement: Peer Mentor Placements reviewed Regularly.
<b>Hours of work</b>	Course: 1 x 1 day per week Placement: Hours Negotiable ( Minimum Weekly Half Day commitment required)
<b>Clearance:</b>	DBS Enhanced check
<b>Responsible to:</b>	ETE Team Navigator Team
<b>Job Purpose:</b>	<p>West Yorkshire Finding Independence (WY-FI) aims to improve the lives and wellbeing of people with the most entrenched multiple needs who don't engage in services, revolve in and out of services or are excluded from services.</p> <p>The Peer Mentor will work alongside the WY-FI ETE Team, Navigators and locality team to support beneficiaries (WY-FI Service Users) to engage in the WYFI project.</p>

## Main Objectives

- Complete Accredited WY-FI Peer Mentor Training Course before starting an identified placement.
- Use knowledge of local, services and recovery options to support beneficiaries to access support.
- Build mentoring relationships with beneficiaries to support engagement with WY-FI
- Support beneficiaries to access a range of opportunities as part of their self-identified goals and WY-FI support plan.
- Work alongside Navigator teams to provide tailored support to beneficiaries.
- Support beneficiaries to access relevant services, circles of participation and recovery needs.
- Promote WY-FI project to future beneficiaries and services.
- Utilise lived experience to demonstrate visible recovery and instil hope when working across the project.

## Key Responsibilities: (On Completion of the Peer Mentor Course and Placement Agreement)

- Attend relevant meetings and training to enable role development and delivery.
- Act as a positive role model within the project placement.
- Support beneficiaries in accessing services and recovery options.
- Working in a co-productive way with WY-FI staff and partners to develop service.
- Developing therapeutic, client centred mentoring relationships whilst ensuring appropriate boundaries and risk management.
- Utilise ongoing supervision and training to ensure ongoing support and personal development.
- Contribute to ideas and approaches that enable the beneficiaries to sustain their recovery and support goals.
- Help to identify people with multiple and complex needs who would benefit from Navigator support by using their knowledge, contacts and networks to engage those that who are unlikely to be known to service providers
- Working with the Navigator to establishing potential beneficiaries trust and confidence in the WY-FI Programme. Helping to support beneficiaries in line with Navigator guidance.  
*(for example: going with them to appointments, providing practical advice from personal experience, being a listening mentor, instilling confidence in the service and a sense of hope for the future )*

## Key Behaviours & Qualities.

**Work within a Team:** Follow guidance, training & supervision to provide collaborative support in a safe and supportive way.

**Connect People:** Volunteering in Navigator teams to locate and engage with beneficiaries, working with services to increase opportunities and access.

**Build Trust & Confidence:** Being patient and persistent with beneficiaries.

**Be a Role Model:** Representing a culture of honesty, reliability and a willingness to learn from ourselves & others.

**Be Creative:** Thinking “outside the box” to aide recovery & engagement in WY-FI.

**Value and Respect Others:** Considering the views of others, communicating positively and professionally to build and retain relationships.

**Person Centred Approach:** Listens and responds to beneficiaries providing service neutral and recovery neutral options of support.

**Embrace Change:** Positive and proactive attitude to change, supports and facilitates change through a mentoring approach.

The above list of duties is not exclusive or exhaustive and the peer mentor role will be required to undertake such tasks as may reasonably be expected within the scope of the post.

**Note:** This Role description is intended to provide a guide to the general duties and responsibilities of the post. It should not be regarded as a contractual document. It will be reviewed regularly and may be varied at the discretion of WY-FI Core Partnership Board and the lead organisation DISC.

<b><u>Person Specification</u></b>	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>		<ul style="list-style-type: none"> <li>• Peer Mentor Accredited level 2</li> <li>• Health and Social Care Qualification Level 2+</li> <li>• Information, Advice and Guidance (IAG) Level 3</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of providing care and/or support to individuals within a personal/voluntary or paid role.</li> <li>• Lived experience of 2+ complex multiple needs (Homelessness, Addiction, Mental Health, Re-offending)</li> <li>• Personal experience of recovery &amp; support services.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of providing support to people with a variety of multiple, complex needs.</li> <li>• Experience of peer support (Delivering/Receiving).</li> <li>• Experience of building relationships with services &amp; peers.</li> <li>• Experience of completing records and writing notes.</li> </ul>
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>• Knowledge of a wide range of issues affecting individuals with multiple and complex needs.</li> <li>• Understanding of the barriers faced by people with multiple and complex needs.</li> <li>• Knowledge of services within your local area.</li> <li>• Strong communication and interpersonal skills (written skills to a Level 1 standard)</li> <li>• Ability to work as part of a team.</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of equality and diversity and ability to recognise discrimination in its many forms.</li> <li>• I.T skills, able to use basic computer packages, emails etc</li> <li>• Knowledge of recovery in its many forms.</li> <li>• Emotional Resilience in challenging situations.</li> <li>• Basic knowledge of safeguarding, confidentiality &amp; boundaries and ability to work within these guidelines.</li> </ul>
<b>Other attributes</b>	<ul style="list-style-type: none"> <li>• Can travel independently around West Yorkshire.</li> <li>• Honest, Reliable &amp; Open to feedback.</li> <li>• Ability to follow guidance, policies and procedures.</li> <li>• Commitment to ongoing training and development.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to positively promote a wide range of services and recovery options to ensure a person centred approach. <ul style="list-style-type: none"> <li>• Strong time keeping skills &amp; reliability.</li> </ul> </li> </ul>