



## Person Specification

Details on the qualifications, experience, skills, knowledge and abilities that are needed to fulfil this role are set out below.

Job Title:	<b>Mental Health Adviser / Specialist Mentor</b>
Department:	Student Advisory & Wellbeing

	Essential	Desirable	Tested by
<b>Knowledge, Education, Qualifications and Training</b>			
Educated to first degree level or relevant equivalent experience.	X		Application Form
Professional qualification which provides membership (or eligibility for membership) for at least one of the DSA-QAG mandatory qualifications for Specialist Mentor (Mental Health). <i>Please see list at the end.</i>	X		Application Form
Knowledge of legislation relating to mental health and disability	X		Application Form / Interview
Knowledge of the mental health and support needs of students and/or young people (16-25 years old).	X		Application Form / Interview
<b>Experience</b>			
Experience managing a caseload and maintaining confidential notes in line with data protection legislation.	X		Application Form / Interview
Experience of developing and delivering presentations and workshops on mental health topics.	X		Application Form / Interview
<b>Skills and/or Abilities</b>			
Ability to balance the need to share information appropriately and to ensure effective management of risk with the need for confidentiality and compliance with data protection legislation.	X		Application Form / Interview
Excellent IT and administrative skills, including administrative self-sufficiency (e.g. email, diary management, case recording, letter writing).	X		Interview
Ability to work effectively within a team, sharing knowledge and resources.	X		Interview
Excellent communication skills and the ability to work efficiently and effectively both collaboratively and independently.	X		Interview
<b>Other requirements</b>			
Strong advocate of equality and diversity and of promoting access for students / young people with mental health conditions.	X		Interview
Enhanced DBS check.	X		

Membership of University Mental Health Advisers Network (UMHAN)		X	
Experience of working within a Higher Education setting		X	Interview
Knowledge of the educational support needs for a range of disabilities		X	Interview

**DSA-QAG Specialist Mentor mandatory qualifications – one of the following:**

1. Association of Child Psychotherapists (ACP) - Full member.
2. The British Association for Behavioural and Cognitive Psychotherapies (BABCP) - Accredited membership.
3. The British Association for Counselling and Psychotherapy (BACP) - Registered Member MBACP (Accred)
4. British Psychoanalytic Council (BPC) - Under a member institution - Practitioners become registrants of the BPC through their membership of one of their member institutions. They do not have a category for individual membership.
5. British Psychological Society (BPS) - Chartered Member (CPsychol)/IAPT register/ Graduate Member (MBPsS) AND a PG qualification in Psychology or Mental Health.
6. Counselling & Psychotherapy in Scotland (COSCA) – Accredited (Other UK Professional body) Counsellor/Psychotherapist Member of COSCA This category of membership requires you to be currently accredited with another recognised UK professional body for counselling and psychotherapy
7. Federation of Drug and Alcohol Practitioners (FDAP) - National Counsellor Accreditation Certificate (NCAC)
8. General Medical Council (GMC) - Psychiatry – Full member or above.
9. Health and Care Professions Council (HCPC) - Education and training programmes approved as a route to registration - Arts Therapist/ Occupational Therapist/ Practitioner Psychologist/ Social Worker in England
10. Irish Association for Counselling and Psychotherapy (IACP) - Accredited member
11. National Counselling Society (NCS) –
  - Accredited Registrants (MNCS Accred).
  - Accredited Professional Registrant (MNCS Prof Accred).
  - Senior Accredited Registrant status (MNCS Snr Accred).
  - NCS Fellowship (FNCS).
12. Nursing and Midwifery Council (NMC) - Mental Health Nurse/ Community Mental Health Nurse / Psychiatric Nurse
13. Scottish Social Services Council (SSSC)
14. Social Care Wales (SCW)

15. Northern Ireland Social Care Council (NISCC)
16. UK Council for Psychotherapy (UKCP) - Full clinical individual member
17. The University Mental Health Advisers Network (UMHAN) – UMHAN mentor member.
18. Association of Christian Counsellors (UK) - Accredited Counsellor