



## JOB DESCRIPTION

### 1. General information

JOB TITLE: Hearing Voices Group Co-facilitator – Sessional Worker

GRADE: Sessional worker Adhoc      Band Adhoc Sessional Worker

DIRECTORATE Greenwich

HOURS OF WORK: Flexible

RESPONSIBLE TO: Dr Naureen Whittinger  
(line manager)

ACCOUNTABLE TO: Involve Team, Supervisor, peer workers

BASE:

At Oxleas NHS Foundation Trust, we offer a wide range of NHS healthcare services to people living in South-East London and to people in prison across England. Our wide array of services includes community health care, such as district nursing and speech and language therapy, care for people with learning disabilities and mental health such as psychiatry, nursing and therapies.

Oxleas is a great place to work. It has been recognised as one of the Top 10 Best Places to Work 2023 by the Sunday Times amongst very big employers. Our staff survey results show that we are in the Top 5 in England and the highest in London for staff experience amongst similar trusts.

*"We are always delighted to welcome new colleagues to the Oxleas family. We care about making Oxleas a great place to work - it's a big priority in our strategy. Come and join us - it's a place where our values, teamwork, equity, and wellbeing matter and where you can really help to improve people's lives."*

A handwritten signature in black ink, appearing to be 'Jal'.

Ify Okocha  
Chief Executive

We have distinctive values at Oxleas - We're Kind, We're Fair, We Listen, We Care. Our values are very important to us. They help Oxleas to be a great place to work.

## **2. Overview of the Post**

The Hearing Voices Group in Greenwich is a peer-led self-help group for people who hear voices or have other unusual experiences such as visions.

The group is supported by Oxleas mental health professionals and community organisations such as Greenwich Mind. The role of the sessional worker will be to facilitate the group at one of the community sites. Training and support will be provided.

This role will involve attending the group on a regular basis, offering facilitation during the group, and attending regular supervision with an Oxleas mental health professional. The postholder will also receive support from this named professional on an ad-hoc basis, when raising any issues of concern that may arise during groups.

The group will aim to be consistent with the 'Hearing Voices Network' model, which values a peer-led, collaborative model, and recognises the importance of having people with lived experience involved in both the design and delivery of the group. It will be necessary for the sessional worker to have completed the 'Hearing Voices Network' training, or be booked onto an upcoming course.

## **3. Key Task and Responsibilities**

- 1) To facilitate a Hearing Voices Group.
- 2) Help to ensure that the group is facilitated smoothly and with due consideration to the diversity of the membership.
- 3) Help to ensure that the group runs according to the 'group agreement' which has been written in collaboration with group members.
- 4) To attend a supervision group with other facilitators once per month to discuss any issues arising from the group, and to contribute any ideas for further group development.
- 5) There may be opportunities for consulting with other peer led and staff led activities of a similar nature across the Trust

### **Management responsibilities**

The group has an attendance of about 8-10 individuals; however can go up to a maximum of 15. Members are local people who may be users of primary or secondary care mental health services.

At present, people self-refer to the group by calling the placement supervisors to discuss the suitability of the group and register their interest.

Group supervision is provided monthly for all facilitators. This is an opportunity to discuss any concerns or issues arising from the group and seek appropriate support.

**Leadership**

Peer group co-facilitator

**Clinical**

- 1) The sessional worker will preferably have had personal experience of hearing voices and/or other unusual experiences such as seeing visions, experience of other mental health difficulties, or previous experience working with people who have had mental health problems.

**Research**

No

**Communication**

The placement supervisors and placement manager will also be happy to offer support as needed outside of supervision time.

**On Call/Unsocial Hours**

No

***The following statements are mandatory for all job descriptions:***

### **Terms and Conditions**

The post holder is subject to the terms and conditions of OXLEAS NHS FOUNDATION TRUST. This Job description gives an outline of the post and is subject to review in consultation with the post holder.

### **Confidentiality**

The Post holder must maintain the confidentiality of information about patients, staff, and other health service business in accordance with Trust Policy.

### **Risk Management**

The Post holder will ensure compliance with the Trust's risk management policies and procedures. These describe the Trust's commitment to risk management, the recognition that our aim is to protect patients, staff and visitors from harm and stress and that all staff have a responsibility to minimise risk.

### **Infection Control**

All staff are required to be familiar with the Trusts infection control policies, and national guidance in relation to infection control. All staff whose normal duties are directly or indirectly concerned with patient care must ensure that they complete mandatory infection control training and are compliant with all measures known to be effective in reducing Healthcare Associated Infections.

### **Equality, Diversity and Human Rights**

Oxleas is an organisation which values difference and promotes equality, diversity, and inclusion. Our Equality and Human Rights Policy and Strategy are designed to ensure that all our staff (including agency, bank, students, volunteers, and contractors) as well our service users, carers and members of the public are treated with dignity and respect. The Trust policies, procedures and practices are reviewed regularly to ensure that everyone who falls under the list of Equality Act 2010 protected characteristics does not suffer discrimination, either directly or indirectly. The current list of protected characteristics includes Age; Disability; Gender Re-Assignment; Marriage and Civil Partnership; Pregnancy & Maternity; Race; Religion and Belief; Sex and Sexual Orientation.

### **Health & Safety**

All staff must be aware of the responsibility placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients, and visitors.

### **Professional and NHS Codes of Conduct**

You are required to act at all times in accordance with the relevant professional Codes of Conduct and Accountability (including, where applicable, those for Board Members). In addition, all management staff must comply with the 'Code of Conduct for NHS Managers' and 'Standards of Business Conduct for NHS Staff'.

**Safeguarding**

It is the responsibility of all staff to safeguard and protect children and adults at risk at all times and staff must report any concerns as per Safeguarding Children and Safeguarding Adults policies, which are available on the Trust's intranet. Every member of staff must undertake regular mandatory safeguarding training at a level relevant to the role.

**Financial Management and Control of Resources**

All staff are responsible for the security and the property of the Trust, avoiding loss or damage and being economical and efficient in the use of resources. Staff are required to act in accordance with the rules and regulations as described in the Trust's Policy relating to the Financial Management and Control of Resources'.

**Customer Care**

It is the aim of the Trust to provide patients and clients with the best possible care. All staff are required to put the patient/client first and do their utmost to meet requests and needs courteously and efficiently.

**Personal/Professional Development Planning/Mandatory Training**

All staff should have a personal development plan and in conjunction with their manager, should actively determine and pursue agreed training and development needs and opportunities. All staff are required to attend mandatory training as designated by the Trust.

**Sustainability**

Demonstrate social and environmental responsibility and help establish Oxleas NHS Foundation Trust as a sustainability leader. Collaborate to contribute to or lead change management towards Oxleas NHS Foundation Trust goal of reaching Net Zero by 2040 as stated in the Green Plan.

**No Smoking**

Oxleas NHS Foundation Trust has a no smoking policy. Staff are not permitted to smoke within or on Trust premises.

### 3. Our Values

We have distinctive values at Oxleas - We're Kind, We're Fair, We Listen, We Care.

Our values are very important to us. They help Oxleas to be a great place to work. We want everyone who works at Oxleas to live our values and we will expect this of all our new joiners.

Our Values and Behaviours framework describes what it means for every one of us in the Trust to put our values into action. The framework can be found on our Trust Website: [Our values - Oxleas NHS Foundation Trust](#)



Signed by Line Manager

Signed by post holder

Date

Date

Print Name

Print Name

**Note:**

**Please attach an organisational chart alongside, a person specification, and Job Description.**

## PERSON SPECIFICATION

JOB TITLE: Hearing Voices Group Co-facilitator – Sessional Worker

DEPARTMENT: Greenwich Intensive Case Management for Psychosis and Community Rehabilitation and Enablement teams

GRADE: Sessional Worker adhoc

Education/Qualifications	How measured
The sessional worker will have undertaken the 'Hearing Voices Network' training or be booked onto this training	AI/Interview
<b>Experience</b>	
<ul style="list-style-type: none"> <li>The sessional worker will preferably have had personal experience of hearing voices and/or other unusual experiences such as seeing visions, experience of other mental health difficulties, or previous experience working with people who have had mental health problems.</li> <li></li> </ul>	Interview
<b>Skills/Abilities/Knowledge</b>	
<ul style="list-style-type: none"> <li>Communication and relationship skills</li> <li>Works autonomously</li> <li>Interpersonal skills</li> <li>Planning and organisational skills</li> <li>Admin/clerical skills</li> </ul>	AI
<b>Effort and Environment</b>	Interview
<ul style="list-style-type: none"> <li>To lead and listen to the group, emotional details maybe revealed.</li> <li>Co-ordinate the groups</li> </ul>	
<b>Other Requirements</b>	
n/a	

AFC Reference Number	
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*NB These are not definitive lists if there are any others specific to a post, please add to the form which should then be signed by the line manager and post holder alongside the Job description.*

Signed by Line Manager

Signed by post holder

Date

Date

Print Name

Print Name