

Role Profile Part 1

lifechanging



**University of
Sunderland**

Wellbeing Adviser

Job Title:	Wellbeing Adviser
Reference No:	0233-19
Reports to:	Senior Wellbeing Adviser
Grade:	D
Working Hours:	30 hours per week, full year
Faculty/Service:	Student Journey / Wellbeing
Location:	Edinburgh Building/Gateway
Main Purpose of Role:	<ul style="list-style-type: none">• To deliver effective and timely actions and wellbeing support to students with a focus on first response to enquiries and referrals.• To provide initial assessment sessions and follow up support and intervention.• To jointly deliver a wide range of health promotion and Wellbeing campaigns across the University.• Promoting Wellbeing to staff and students.
Key Responsibilities and Accountabilities:	<ul style="list-style-type: none">• To respond sensitively and effectively to referrals and enquiries from students and staff via telephone, email and in person.• To undertake a duty role on a regular basis.• To undertake detailed Wellbeing assessments and identify potential impact on academic progression and any personal risk.• To provide low intensity support for more common mental health conditions and relevant follow up.• Can provide support and intervention face to face, by phone and by Skype.• Can facilitate groups and workshops to meet identified need• To liaise, signpost and refer appropriately to a range of internal and external services for appropriate intervention and resolution of concerns for students.• To adopt a solution focused and proactive approach.• To maintain timely and accurate records of appropriate issues and actions in accordance with Wellbeing service protocol.• To escalate any issues of serious concern in accordance with agreed protocols• To contribute to the provision, development and delivery of Wellbeing Service Interventions including supporting health and wellbeing campaigns.• To provide guidance and coaching to students using our supported on line Cognitive Behavioral Therapy (CBT) based tool (SilverCloud)• To effectively use standardised outcome measurement tools with students.• To provide service information and data to demonstrate value and impact and to inform future service development• To work closely with Faculty in support of students.

	<ul style="list-style-type: none"> • To contribute to the ongoing development of support services and interventions for students through team meetings, service developments and wider activities of Student Services. • To contribute to the development of policies and strategies relating to the provision of effective wellbeing support. • To maintain growth in personal and professional skills and knowledge relevant to the role and to maintain relevant professional registrations and memberships • Committed to ongoing continuous professional development and brings learning back to share with the team. • To promote Equality and Diversity for students and staff and to sustain an inclusive study and work environment
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Special Circumstances:	<ul style="list-style-type: none"> • The Wellbeing team provide evening sessions as part of core hours. • Attendance at Open Days and other events as required. • Work across University campuses. • May be required to provide emergency and crisis intervention (including out of hours) as a part of a shared provision
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Part 2A: Essential and Desirable Criteria

	Essential Qualifications and Professional Memberships: <ul style="list-style-type: none"> • Educated to degree level in a relevant field. • Post registration experience relevant to the role.
	Knowledge and Experience: <ul style="list-style-type: none"> • Proven track record of relevant experience e.g. as an Adviser or Practitioner working with students and/or adults, including those with physical and mental health difficulties, in an education or community setting. • Experience of working with common mental health difficulties. • An appreciation of the wide range of issues students present with and an awareness of wider context impacting upon student experience. • Proven ability to work autonomously and as part of a wider multi-disciplinary team. • Ability to use Social Media (or a willingness to learn) to engage with client groups. • Knowledge and understanding of Universities and the wider HE context • Demonstrable IT skills.
	Desirable Qualifications and Professional Memberships: <ul style="list-style-type: none"> • Postgraduate certificate (Psychological Wellbeing Practitioner).
	Knowledge and Experience: <ul style="list-style-type: none"> • Experience of using outcome measurement tools effectively to support the service and the individual.
Date Created:	November 2019