Role Profile

Post Title:	**Mental Health Officer**
Grade:	**10**
Date Created:	**3rd May 2022**

ROLE DEFINITION

To undertake statutory Mental Health Officer (MHO) duties within the context of relevant legislation and the reserved functions of the Mental Health Officer, registration requirements, Council policies and procedures and recognised best practice. To also take on the role of MHO Practice Assessor as required and support the development of MHO trainees within the service.

KEY TASKS AND RESPONSIBILITIES

Corporate Responsibilities

- Manage/deliver the Service in accordance with the Council's corporate policies and procedures and relevant strategy provision.
- Manage/deliver the service outcomes, in the most efficient and effective way, that delivers the Council's Strategic Priorities within the Council Plan and contributes to the production of Directorate Plans.
- Manage and monitor Capital and Revenue budgets as assigned and contribute to budget development.
- Lead, or contribute to, the preparation of cross-service business development plans, as required.
- Ensure the effective management and leadership of employees, where appropriate.
- Prepare and co-ordinate reports for the Council, its Committees or working parties and to attend these meetings as required.
- Undertake any other reasonably required duties as instructed by Management or someone acting on their behalf, in addition to the role specific tasks & responsibilities detailed below.

Role Specific Tasks & Responsibilities

- Undertake the role of a designated Mental Health Officer in statutory interventions.

- Undertake assessments of individuals referred to the Mental Health Officer service for the purpose of determining the need for the use of statutory measures.
- Carrying out enquiries and making recommendations where necessary as to whether or not a person requires to be the subject of compulsory protection measures.
- Provide consent under the Mental Health (Care and Treatment) (Scotland) Act 2003 and, where required, provide necessary reports as required by legislation.
- Practice within the relevant legislative framework, ensuring the national and local guidance, policies and procedures are adhered to.
- Provide appropriate support, advice and guidance to individuals and families/carers, liaising and if necessary, advocating on behalf of Service Users, with other Council employees / services, as well as external organisations.
- Undertake enquiries into the welfare of individuals as required by legislation and in accordance with the Local Authority's procedures.
- Work in partnership with partner disciplines and agencies within health and social work services to promote a person-centred approach to assessment and care management and to facilitate the least restrictive use of legislation necessary to implement the care and treatment required.
- Participation in the Mental Health Officer service duty rota.
- Maintain accountability for their own continuous professional development, competency and performance through self-assessment and self-evaluation, analysing personal practice and performance, in consultation with line manager, and progressing development activities identified as a result.
- Record all work undertaken in accordance with departmental operational instructions.
- Participate in Mental Health Officer forums both internally in the Council, and externally as appropriate. To attend relevant meetings in relation to mental health legislation and/or service provision with the direction of the line manager.
- Provide mentoring and support to trainees and newly appointed Mental Health Officers and take on role of Practice Assessor as required, liaising with the learning network and university as required.
- Promote anti discriminatory practice and social work values in all activities.
- Adhere to and promote the Code of Practice for Social Service workers and North Ayrshire Council's Code of Conduct

ESSENTIAL / DESIRABLE CRITERIA

	Essential	Desirable	Evidence
Education and Qualifications	• Diploma / Degree in Social Work or equivalent qualification recognised by the SSSC • Mental Health Social Worker (Mental Health) Award, or equivalent qualification recognised by the SSSC	• Relevant post qualifying award recognised by the SSSC	• Application Form • Interview
Experience	• Working with service users in service specific setting • Delivering evidence-based support • Undertaking risk assessments • Writing relevant statutory reports	• Working in a mental health setting	• Application Form • References • Interview
Specialist Knowledge	• Policy and legislative context of the delivery of Social Services • Understanding of issues which affect service users • Mental health legislation	• Trained in relevant risk assessment tools	• Application Form • Interview • Pre/Post-Interview Check (if appropriate)

Role Profile

Skills and Abilities	• Ability to apply theory to practice • Written and verbal communication skills • Ability to work on own initiative and as part of a team • Networking skills • Decision making skills • IT Skills • Organisational and interpersonal skills • Report writing skills • Ability to work under pressure and to timescales	•	• Application Form • References • Interview
Other	• Required to join the PVG Scheme for this type of regulated work • Registered with the SSSC	• Ability to work flexibly	• Application Form • Interview • Pre/Post-Interview Check (if appropriate)

Please be aware that the successful candidate must be able to travel throughout North Ayrshire (own car/public transport/pool cars etc) for work purposes, meetings, training courses etc.

OUR STAFF VALUES & BEHAVIOURS

Value	Behaviours
Focus we put our customers first we understand the bigger picture	• Provide excellent customer services • Meet and, where possible, exceed the expectations of internal and external customers • Understand the performance levels and standards required within our own role and strive to achieve and, where possible, exceed these • Know how the work we do fits into the overall performance of the Council
Passion we take pride in the jobs we do we are ambitious for our community	• Take ownership of our own actions and performance • Reflect on the work we do and consider how it could be improved • Have a positive impact on the lives of our customers and their communities • Push the boundaries to help our customers and communities realise their potential
Inspiration we all look for better ways to deliver our services we achieve the best results by working together	• Find new ways to deliver improvements, efficiencies and value for money • Embrace change with enthusiasm and creative ideas • Work together and creatively produce the best outcomes for our customers and communities • Plan all activities with the end goal in mind