
JOB DESCRIPTION

- Job Title -** Sessional Trainers – Health & Well-being
- Responsible to -** YMCA Menu of Services Manager
- Working relationships with -** Stakeholders including: Parents, Students, Schools, Colleges, Teaching School Alliances, Locality Teams, Statutory Services, Voluntary Sector Service Providers. Internal: YMCA Staff and Managers
- Job purpose -**
- To be a part of a sessional pool of trainers who provide school teachers, staff, parents and/or students with health and well-being training as required.
 - To monitor and deliver training which is up to date and takes into account any changes to legislation
 - To adapt content to the needs of delegates as appropriate
- Main tasks -**
- To assist in the design innovative and exciting training sessions which accommodate all learning styles
 - To assist in amending and revising of programmes as necessary, in order to adapt to changes occurring in the work environment and needs of the delegates.
 - To ensure policies and procedures are referred to in any training and any suggestions for amendment are referred to the relevant department in line with the YMCA quality framework
 - To manage delivery within the agreed rate of pay

- To ensure quality of service is maintained and improved by carrying out evaluations following all training and following up any delegate questions
- To adhere to the Local Safeguarding Board and YMCA policies for child protection ensuring that child welfare is paramount at all times, liaising with the Operational Manager and Safeguarding Representatives for individual schools regarding any concerns over child protection.
- To work within YMCA policies and procedures, with particular regard to health and safety, equal opportunities, diversity, protection from abuse, data protection and information sharing.
- To maintain a robust and timely level of reporting and monitoring, utilising Menu of Services tools and templates.
- To enable service users to participate in the design, delivery and continuing development of the YMCA Menu of Services.

Other Tasks -

- To carry out any other tasks that may be required from time to time in accordance with the post holders capabilities
- To participate in reviews of practice and procedure and implement any changes agreed, working within the agreed YMCA quality framework
- To keep up to date with evidence based knowledge, skills and current legislation around the training topics.
- To continually develop own professional knowledge and skills in line with best practice.

Personal Specification

Experience	Essential	Desirable	Useful
Experience of working with young people with complex needs at tier 2 of the vulnerability matrix	}		
Experience in delivering teacher training		}	
Experience in delivering presentations to adults and young people	}		
Experience of providing mental health services to young people	}		
Experience of working in a multi-agency setting	}		
Experience of working in schools	}		
Experience to enable delivery of at least two of the core subjects: Mental Health Awareness, Anxiety & Depression, Self Harm, Building Resilience, Substance Misuse, Risk Taking Behaviour, Body Image, Sexual Health	}		
Experience of preparing and delivering training and promotional materials for different target audiences	}		
Skills and qualities	Essential	Desirable	Useful
Ability to communicate and adapt to learning styles and delegate needs		}	
Understands the principle, and knows the limits of confidentiality	}		
A good understanding of the safeguarding agenda and is able to recognise the limits of own authority within the role	}		
Excellent organisational and presentation skills	}		
Computer literate and confident in using software including Microsoft Office Packages		}	
Excellent written and verbal communication skills	}		
Ability to respond to enquiries and challenges relating to training content	}		

Qualifications	Essential	Desirable	Useful
Possess a Level 4 or equivalent in Counselling, Play/Art Therapy or Cognitive Behavioural Therapy or equivalent	1		
Possess a Award In Education, PTTLs or CTTLS qualification; or Qualified Teacher Status		1	
Other	Essential	Desirable	Useful
A current driving licence and access to a car for work	1		
Ability to work flexibly, including school based hours and some weekends and evenings on a sessional basis	1		
Commitment to professional development	1		
Access to a laptop/tablet to deliver presentations		1	
Be registered as self-employed and have relevant insurance		1	

TERMS AND CONDITIONS

Hours of work	You will be added to our pool of trainers and expected to work as and when required/mutually agreed. Most sessions will take place either on Teacher Training Days or afternoons/early evening as necessary.
Salary	£30ph (self-employed); £26ph (payroll).
Expenses	Paid if travel is required beyond 30 miles each way.
Annual Leave	N/A included in hourly rate
Fixed Term contract	N/A
Sickness Leave, etc	N/A