



**Peer Support Worker**  
**Job Description, Responsibilities and**  
**Person Specification**

**Introduction:**

Stepping Stones is a user led organisation with a remit to support people who experience common mental health problems and who reside in West Dunbartonshire. Stepping Stones is managed by an experienced team of staff with support from the Board of Directors and is mainly funded by the West Dunbartonshire Health and Social Care Partnership. The organisation has been providing services for nearly 35 years and has a range of supports available for people aged 16 years and older. Stepping Stones is dedicated to inclusivity and co-production, enabling its members to develop services that have a positive impact on mental health and wellbeing.

<b>Vacancy</b>	<b>Hours</b>	<b>Salary</b>
<b>Peer Support Worker</b>	<b>35hrs</b>	<b>£27,162.50</b>

**Job Description:**

This post was co-produced in partnership between Stepping Stones and the West Dunbartonshire Health and Social Care Partnership (WDHSCP) and is part of an extended network of mental health services across (WDHSCP). The successful candidate will be directly employed in Stepping Stones.

The Peer Support Worker role has been developed specifically for people who have lived experience of mental health problems. Through sharing learning from their own experience, and the experience of others, peer workers will inspire hope and belief that recovery is possible.

As an integral and highly valued member of the team, the Peer Support Worker will help people to regain control of their lives and develop their own unique recovery process. Within a relationship of mutuality and information sharing, they will promote recovery, self-management and opportunities for improved health and wellbeing.

The Peer Support Worker will provide 1:1 support to identified patients and members of the CMHT and Stepping Stones. They will provide linkage to community based services and partner organisations. They will support health and third sector colleagues to work in a recovery focussed way and acting as recovery champions within the teams they work.

There is an expectation that the Peer Support Worker will be involved in the ongoing development of self-management groups, and Peer2Peer Training within the West Dunbartonshire area. The Peer Support Worker will offer supervision to peers (where the individuals are not supported by other existing staff members). There are also opportunities to support the other Stepping Stones groups, activities and members.

Initially based at our Clydebank office, this role requires flexibility and the successful candidate may be required to work irregular hours that includes evenings and occasional weekends. Our support services are offered across the West Dunbartonshire area.

### **Principle Tasks and Responsibilities:**

- To liaise with colleagues in CMHT and Stepping Stones
- To support the development of plans that promote recovery
- To participate in the delivery of recovery focussed supports to the client group
- To support the development of peer opportunities for the client group
- To support the development of self-help groups and Stepping Stones groups that promote self-management and recovery
- To attend various organisational meetings concerned in the smooth running of the initiative
- To develop and maintain strong links and networks with other organisations, both statutory and voluntary
- To uphold the principles and values of the Peer Support Worker role and Stepping Stones
- To participate in evaluation exercises and consultation events with the client group
- To ensure confidentiality and data protection are maintained
- To ensure databases and all records associated with members are kept up to date and in good order
- To manage and update the waiting list for Peer Support on the database
- To contribute to the planning, delivery and day-to-day operation of Stepping Stones services
- To participate in the promotion of the peer service amongst the client group
- To undertake appropriate training for the role
- To deliver Peer2Peer training
- To support Peers with supervision and guidance as appropriate
- To carry out reviews or assessments on individuals identified for Peer support work

The Job Description is not exhaustive and the post holder may be required to undertake any other reasonable duties deemed appropriate to the post.

Stepping Stones is committed to developing all staff and volunteers.

### PERSON SPECIFICATION (Peer Support Worker)

Attributes	Essential	Desirable	How Assessed?
<b>Experience</b>	<ul style="list-style-type: none"> <li>Lived experience of mental health problems including knowledge of mental health services and how they operate</li> <li>Experience of being in a supportive, enabling role</li> </ul>	<ul style="list-style-type: none"> <li>Experience of the health and social care service either paid or as a volunteer</li> <li>Experience of working with other agencies</li> <li>Experience of networking</li> <li>Experience of working in a team</li> <li>Experience of delivering training</li> <li>Experience of supporting neurodivergence</li> </ul>	Application form and interview
<b>Qualification / Education / Training</b>	<ul style="list-style-type: none"> <li>A willingness to work towards a recognised Social Care qualification within an agreed timescale</li> <li>A commitment to develop skills through continuous personal development</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of further training and development in social care</li> <li>A recognised Social Care qualification e.g. HNC, SVQ Level II, III, RMN, Dip Social Work</li> </ul>	Application form, interview and production of certificates, post interview
<b>Skills, abilities and knowledge</b>	<ul style="list-style-type: none"> <li>A good general standard of education</li> <li>Ability to support the client group make life changes</li> <li>Ability to manage self and the stresses inherent in the workplace</li> </ul>	<ul style="list-style-type: none"> <li>An understanding of current policy and legislation in relation to mental health and wellbeing, e.g. The Scottish Government's Mental Health Strategy</li> <li>Information and Technology skills</li> <li>Knowledge of current initiatives and demonstrable practice around the recovery approach</li> <li>Trauma Informed</li> </ul>	Formal and informal interview
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>Approachable</li> <li>A commitment to equity and diversity</li> </ul>	<ul style="list-style-type: none"> <li>Creativity in your work with the client group</li> </ul>	Formal and informal interview

	<ul style="list-style-type: none"><li>• Flexible in your approach to working with people</li><li>• Organised</li><li>• Collaborative</li><li>• Must be a positive, enthusiastic, motivated individual</li></ul>		
--	---	--	--

## **Stepping Stones Values**

We expect all of our staffs, volunteers and trainees to act in a way which shows they understand our core values and are willing to put them into practice with service members, their friends, family and carers and also other staff members.

Our Values (**BELIEVE**) Statement should be read in conjunction with the Job Description.

### **#BELIEVE**

- **Be** the best that we can be to support our people;
  - The organisation will ensure that it supports its human resource in whatever way it can to ensure our services meet the expectations of the people who utilise them;
- **Empower** and enable members to connect with their communities;
  - Support our members to fulfil their potential and contribute to their communities in a way that is meaningful and helps build their resilience and capabilities;
- **Lead** the way in addressing inequality in our communities;
  - Stepping Stones will have a community presence and will undertake activities that address wider issues that impact the way mental health is perceived in the public domain;
- **Innovate** so that we can be great at what we do;
  - We will seek ways in which to design services that have the greatest impact on our mission and maximise the organisations potential;
- **Empathise** with and support those who reach out for help;
  - We will ensure our service portfolio is relevant and up to date and respond as quickly as we can to those who are in distress;
- **Visualise** a better future for people with mental health issues;
  - We will ensure what we do is available to all sections of the community by marketing our services appropriately;
- **Expect** the best out of our staff, volunteers, trainees and peers;
  - We will give our colleagues the opportunity to be the best that they can by supporting them in their aspirations for personal development to increase their competences and build their capacity and resilience;