

# Training Manager

## Person Specification

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### Training and qualifications

#### Essential

- Postgraduate qualification (MSc minimum) relating to mental health e.g. counselling psychologist, clinical psychologist, therapist, psychotherapist or educational psychologist **or** Postgraduate qualification relating to teaching or education.

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### Knowledge and experience

#### Essential

- Two years' post-qualification experience working clinically or therapeutically with children and young people as part of a mental health service **or** two years' experience working in schools, colleges or other education settings;
- Experience of delivering effective training to education and/or mental health professionals;
- Experience of managing a national project, network of people and organising training events;
- Experience of devising, monitoring and managing contracts with key stakeholders;
- Ability to present workshops in a creative and engaging manner suitable for educational and mental health professionals who have varied and sometimes limited knowledge of mental health issues;
- Excellent knowledge of NHS, education and other settings that provide mental health services for children and young people;
- Awareness of Child Protection issues and procedures.

#### Desirable

- Experience managing a specialist mental health service or experience working on a Senior Management team in school or college.

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### Skills

#### Essential

- Ability to present workshops in a creative and engaging manner suitable for educational and mental health professionals who have varied and sometimes limited knowledge of mental health issues;
  - Small group facilitation and other forms of public presentation;
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- Excellent interpersonal, oral and written communication skills;
  - Evidence of excellent organisation and project management skills;
  - Advanced IT skills particularly Microsoft Word, Excel, Outlook and PowerPoint.
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**Other requirements**

Essential

- Willing to travel across the UK to deliver training programmes;
  - Willing to take annual leave during the school holidays, which is strongly encouraged but in special circumstances annual leave may be taken during term time;
  - Proactive approach to problem solving;
  - Ability to work well under pressure;
  - Tact, diplomacy and confidentiality;
  - Ability to work independently and as part of a team;
  - Commitment to the Centre's policy of equal opportunity and the ability to work harmoniously with colleagues and students of all cultures and backgrounds.
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July 2019