



A MENTAL HEALTH SOCIAL MOVEMENT

8-10 WEST STREET, OLD MARKET, BRISTOL, BS2 0BH - 0808 808 9120  
REGISTERED CHARITY #1085351 - OTRBRISTOL.ORG.UK

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## **Job Pack**

### **Trainee Education Mental Health Practitioner (EMHP)**

Thank you for your interest in this role, please find below some information to help you decide whether to apply. In the interests of equality CVs will not be accepted, so please apply via the website. Applicants will be assessed on their ability to meet the criteria listed in the Person Specification.

The closing date for this role is **14<sup>th</sup> September 2025 at 11:59pm** and interviews will be held on **w/c 22<sup>nd</sup> & 29<sup>th</sup> September 2025**. Candidates shortlisted for interview will be informed by email - we are not able to offer individual feedback to unsuccessful candidates at application stage.

To have an informal discussion about the role, contact [awp.mhstenquiries@nhs.net](mailto:awp.mhstenquiries@nhs.net)

### **The MHST Service**

We are excited to be recruiting four trainee Education Mental Health Practitioners (EMHPs) to expand our offer to children and young people in Bristol, North Somerset and South Gloucestershire.

Mental Health Support Teams are part of a national strategy implemented by the government since 2018. In Bristol, North Somerset, and South Gloucestershire, the MHSTs are run as a partnership between NHS Child and Adolescent Mental Health Services (AWP CAMHS), and Off The Record (OTR), a local Mental Health Social Movement charity for young people. We believe this partnership makes our MHST unique, creative, and responsive to the needs of the diverse communities we work in.

### **The Role**

Our aim is to provide high quality, evidence-based support for children and young people with mild to moderate anxiety, low mood, and some behavioural needs. EMHPs are attached to both primary and secondary schools throughout the local area, and work in collaboration with Mental Health Leads in educational settings, as well as the wider school community. Our practitioners offer a combination of one to one Cognitive Behavioural Therapy (CBT) support for young people, and whole school approach work, including workshops for pupils, staff training, and parent workshops.

An EMHPs time in school will be split between holding a caseload of young people for one to one work, and delivering whole school approach work. For younger primary school children, some one to one work may also be parent-led, meaning that practitioners work primarily with parents/ carers, to help them support their child or young person. The overall aim of this is to ensure children and young people (and their families) have access to the right support at the right time, to reduce the number of young people developing more complex mental health difficulties, and to work with schools to uphold the wellbeing of their pupils, and to help them thrive.

EMHPs are supported by trained Supervisors, Senior Supervisors, and Team Managers throughout their training and practice. We value the personal and professional development of our teams, their wellbeing, work-life balance, and working together to develop an excellent service.

## **The Training**

These are paid trainee roles and post-holders will take one of two training routes - one at postgraduate and one at graduate level. Training is delivered through Exeter University.

[Click here for details and examples of levels of study / qualifications](#)

The next EMHP Training intake is likely to be in January 2026. Exact start dates TBC. The first 6 weeks of the course are in 4-day blocks (Monday to Thursday) before reducing to 3 days a week then full time in service mid-July. A full timetable and handbook will be circulated to successful applicants in due course. Applicants for this post will need to be able to travel independently as required to the designated training location as well as within their employment locality.

The training will initially focus on providing the practitioner with a solid understanding of the theory and practice of evidence based Low Intensity (LI) interventions for common mental health difficulties experienced by children and young people – Anxiety, Depression and Behavioural Difficulties. Following this, the second half of the training will focus on school specific aspects of mental health and wellbeing.

## **How do I contact the University?**

Course Related Administration and Training Programme Enquiries:

If you have any queries in relation to University registration, Timetable, ELE or University systems, please contact Natalie and the team by emailing - [emhp@exeter.ac.uk](mailto:emhp@exeter.ac.uk)

Further information is also available on [CYP South West website](#).

## **Safeguarding**

OTR is committed to safeguarding and promoting the welfare of children and young people. We expect all staff, trustees, and volunteers to share this commitment.

As part of our Safer Recruitment practices, all roles involving contact with young people will be subject to robust pre-employment checks, including references, a full employment and education history, and an enhanced Disclosure and Barring Service (DBS) check. Where applicable, overseas criminal record checks will also be required.

We are dedicated to creating a culture of vigilance, transparency, and accountability. Our safeguarding procedures are guided by the principle that the welfare of the child is paramount, and all staff are required to adhere to OTR's Safeguarding and Child Protection Policy.

## Role Summary

<b>Job Title</b>	Trainee Education Mental Health Practitioner (EMHP)
<b>Salary</b>	OTR Band B   Starting salary £25,378
<b>Hours</b>	37.5 per week   1 fte
<b>Contract</b>	Initial 12 month training post with extension to permanent pending successful completion of qualification
<b>Leave</b>	Flexible - our basic entitlement is 32 days (pro rata). However, OTR operates a flexible leave policy and you are entitled to request as much leave as you would like and need
<b>Pension</b>	With The People's Pension - up to 3% employer contribution on qualifying earnings
<b>Location</b>	Based at OTR, 2 Horfield Road, St Michael's Hill, Bristol, BS2 8EA, but with regular travel across OTR's geographical footprint - Bristol, North Somerset, and South Glos. (BNSSG)
<b>Accountable to</b>	Team Manager (MHST) Team Coordinator (MHST) Clinical Lead (AWP)
<b>Job Purpose</b>	As a Trainee Education Mental Health Practitioner (EMHP) you will be required to complete a 12 month Postgraduate/Graduate EMHP Training, enabling you to become a qualified EMHP. The training will enable you to develop the knowledge and clinical skills in order to proficiently practice as an EMHP. You will develop skills in assessment and delivering low intensity evidence-based interventions with children and young people presenting with mild to moderate mental health needs. The post holder will be allocated to both Primary and Secondary Schools and be able to travel between them. The post holder will develop skills in auditing and consultation within an educational setting to help promote a whole school approach with the aim of embedding a mentally healthy culture and environment.
<b>Key Relationships</b>	<ul style="list-style-type: none"> <li>• Team Manager / Clinical Lead</li> <li>• Children and Adolescent Mental health Service Colleagues (CAMHS)</li> <li>• OTR Services</li> <li>• Clinical/Education Supervisor</li> <li>• Education settings</li> <li>• Participation Lead</li> <li>• Young People</li> <li>• Applicable external services</li> </ul>

## Role Description

<b>Training &amp; Supervision</b>	<ul style="list-style-type: none"> <li>● To attend and fulfil all the requirements of the training element of the post including practical, academic, and practice-based assessments.</li> <li>● To attend the University for training, as well as fulfil private study requirements to enhance learning and prepare assignments for examination.</li> <li>● To develop and practice evidence-based skills under supervisory support of working in partnership with children, young people, their families, and educators in the development of plans for the specific intervention and agreeing outcomes.</li> <li>● To apply learning gained on the training programme directly to practice.</li> <li>● To demonstrate responsibility for developing own practice in line with EMHP training by making use of supervision, feedback, and appraisal.</li> <li>● To effectively use supervision, including preparing and presenting caseload information to supervisors.</li> <li>● To respond to and evidence the implementation of improved practice because of supervisor feedback.</li> <li>● To engage in and respond to personal development supervision to improve competences and practice.</li> <li>● To fully engage with and successfully complete the EMHP Training Programme.</li> </ul>
<b>Professional</b>	<p>There will be areas of learning identified by University of Exeter in conjunction with BNSSG MHST colleagues within the team. You will be closely supported to develop skills to work to the following principles:</p> <ul style="list-style-type: none"> <li>● To provide assessment and evidence based intervention for children and young people experiencing mild to moderate mental health difficulties within the school setting.</li> <li>● To foster strong, collaborative, and trusting working relationships with your partnered schools, demonstrating clinical competence. This may include: <ul style="list-style-type: none"> <li>○ Supporting School Mental Health Leads to identify and encourage suitable referrals</li> <li>○ Encouraging the identification of strengths and resilience factors in young people</li> <li>○ Advice and support on managing risk, including collaborative safety planning with children/young people, their parent/carer, and professional network</li> <li>○ With support, the provision of succinct consultations and recommendations, providing best practice advice and guidance on supporting young people experiencing mild to moderate mental health needs</li> <li>○ Assessment of and/or guidance on cultural strengths or needs for specific communities</li> <li>○ Promotion and recognition of the needs of family and carers, including various support networks and third sector agencies</li> <li>○ Implement safeguarding and public protection procedures and policies</li> <li>○ Implement a 'Whole School Approach' to improve and raise awareness of mental health</li> <li>○ Supporting and facilitating staff in education settings to identify and where appropriate manage issues related to mental health and wellbeing</li> </ul> </li> <li>● To provide a prompt response to referrals following jointly agreed processes and within agreed timeframes</li> </ul>

- Identify suitable care pathways for children and young people at the point of consultation, triage, assessment, or should risk change during the intervention period.
- Signpost referrals of children with more complex needs to appropriate service
- Work with children/young people, their families, and their educations in the development of care plans and agreed outcomes
- Provide evidence based 1:1 CBT informed interventions for children and young people experiencing mild to moderate mental health issues.
- Communicate effectively, both verbally and written, with children, young people, parents/carers, schools and wider professional network
- Demonstrate your ability to effectively manage a caseload of young people
- Undertake and record accurate assessments of risk and operate clear risk management processes in line with AWP Policy.
- Maintain accurate and up to date case records in line with AWP Policy
- Ensure that confidentiality is always protected
- To promote positive attitudes, mutual understanding, and collaboration between non mental health staff and mental health services, users, carers, voluntary agencies, and primary care
- To make appropriate use of time and resources
- To participate in clinical audit and service evaluation programmes as required.

#### **General**

- To contribute to the development of best practice within the service.
- To ensure a comprehensive understanding of the relevant safeguarding legislation, guidance and best practice.
- To maintain up-to-date knowledge of legislation, national and local policies and procedures in relation to children and young people's mental health.
- To have a responsibility and a legal obligation to ensure their activities comply with the data protection principles as stated in the General Data Protection Regulations (GDPR) 2018 and OTR's Privacy Policies and Confidentiality & Data protection policy. Employees should not disclose personal data outside the organisation's procedures or use personal data held on others for their own purposes.
- To engage in training and development appropriate to the role.
- To commit to the core values of OTR, including young people's empowerment and participation.
- To work within the spirit and framework of all OTR policies, governance, and delivery philosophy and to keep up to date with relevant training and professional development, especially in relation to Equality, Participation, Confidentiality, Vulnerable Adults and Child Protection and Safeguarding.
- To ensure all paper and electronic personal records are managed and stored safely at all times.
- To respect and maintain the confidentiality of all staff, volunteers and young people at OTR internally and with external agencies.
- This Job Description does not provide an exhaustive list of duties and may be reviewed in conjunction with the post holder in light of service development.

## Person Specification

	Essential	Desirable
<b>Education &amp; Qualifications</b>	<ul style="list-style-type: none"> <li>• Ability to study to a degree level</li> <li>• Proven record of previous academic attainment</li> <li>• Literacy and numeracy qualifications at minimum level 2</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• A minimum of 2 years' experience working with children and young people</li> </ul>	
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Understanding of principles of confidentiality</li> <li>• Awareness and commitment to developing a working knowledge of anti-oppressive practice</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of the education system in England</li> <li>• Knowledge of children and young people gained through academic study in child development, child wellbeing, teaching, or mental health</li> <li>• Working knowledge of the make-up of the wider health and social care community, including statutory and non-statutory services and experience of multi-agency working</li> </ul>
<b>Skills &amp; Abilities</b>	<ul style="list-style-type: none"> <li>• A passion and commitment for working with children, young people, and families</li> <li>• Ability to engage effectively with children, young people, families, and professionals from a wide range of services</li> <li>• Ability to manage a sensitive, traumatic, and potentially emotionally distressing caseload</li> <li>• Good verbal and written communication skills</li> <li>• IT skills including Microsoft Office and a willingness to embrace new technology and processes</li> <li>• Ability to work collaboratively with colleagues</li> <li>• Ability to learn in a variety of settings and using a variety of learning methods</li> <li>• Ability to study as a self-motivated learner</li> <li>• Strong organisational and time management skills</li> <li>• Able to travel to meet the requirements of the post</li> </ul>	

<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Collaborative and diplomatic.</li> <li>• Supportive and encouraging.</li> <li>• Resilient; able to model good self-care.</li> <li>• Values-led, with a personal commitment to equality, diversity, social justice and change.</li> <li>• A strong personal interest in and commitment to the mental health and wellbeing of children and young people.</li> <li>• A demonstrable commitment to personal growth and development.</li> <li>• Commitment to anti-oppressive practice, inclusion, and equity.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to present in a compelling way to internal and external stakeholders</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• The ability and willingness to complete all pre-employment checks, including references, a full employment &amp; education history, and an enhanced Disclosure and Barring Service (DBS) check</li> <li>• Willingness to work flexibly, including some evenings and weekends.</li> </ul>	<ul style="list-style-type: none"> <li>• A driving license and access to appropriate transport</li> </ul>

## About OTR

OTR is a mental health social movement by and for young people. The charity is at an exciting stage of its 60-year history and is proud to be reaching more young people than ever before (over 17,000) across Bristol, South Gloucestershire, and North Somerset with creative and diverse mental health and wellbeing information and support.

Our approach to mental health is grounded in a set of beliefs and assumptions that underpins all our work. We believe in celebrating diversity, empowering and mobilising young people to make change, and that catering to the unique strengths, interests and circumstances surrounding young people is key. Our approach centres on collaboration and partnership, building relationships between individuals, peers and communities.

Each day is as engaging and fulfilling as the last, and with a network of supportive, community minded people, we hope you'll feel welcome here. As a thank you, we like to compensate our employees for the important work they do with a range of benefits including a flexible leave policy, healthcare cost assistance with HealthShield, flexible and hybrid working arrangements, enhanced sick pay, parental leave, continual training and development, and many in-house events and initiatives.

At OTR, whatever your role or professional background, you will be expected to work in a way that is anti-oppressive and inclusive. A key focus for OTR is to develop an organisation that is inclusive for all but we do not claim to be experts in this. We are committed to continuous learning and improvement in these areas and invite you to join us on this journey.

OTR recognises the benefits to individual practice and organisational credibility of having a diverse community of staff and volunteers and to this end is continually working towards building and maintaining an environment which values and pursues diversity accordingly.

We recognise that tackling systemic inequality, prejudice, racism and oppressive practice requires each of us to actively engage, self-examine and make changes where necessary, to improve access and equitable experience for all in society and all of those who come through our doors at OTR.

### What we value:

- **Championing Humanity:** valuing the inherent dignity of each and every person, supporting and celebrating expression of identity in all its forms
- **Being Curious:** taking an interest in how things work and could be improved, noticing and exploring perceptions and experiences whether collective or individual
- **Positive Disruption:** naming systems, structures, and attitudes that hinder supportive social change, seeking ways to overturn barriers to progress
- **Seed Sowing:** with an eye to the potential of the long term, seizing present moments and opportunities to set in motion shifts to benefit young people
- **Deeply Rooted:** carefully developing systems and processes that ensure our operations are secure, safe and dependable, supporting effective communication and making accountability clear

### What we believe:

- Our offer should be inclusive of all cultures and identities
- Young people have unique strengths, interests and circumstances
- The world around us impacts our wellbeing
- Placing young people at the heart of our work
- Innovating and evolving to improve our offer for young people
- Relationships are what make the difference
- The power of partnerships



## About ADP

Below is general information for all employees working in partnership with AWP and the requirements on all employees to behave in accordance with AWP values and to support and comply with Policy and Legislation. Some policies are highlighted and must be read by all employees – all AWP policies are available on the intranet to employees or you can ask your manager for the policy. Anyone who has any difficulty understanding these requirements please highlight this to your line manager.

In all service user and carer contact, your attitude, actions and ambitions should reflect wholeheartedly AWP's motto of 'You matter, we care'. Your goal must be to provide for each individual the quality of care, support and involvement that you would personally expect from a leading mental health trust. 'You matter, we care' should shape your approach to all those who have contact with AWP.

### **AWP PRIDE values:**

- **Passion**
  - Doing my best all the time
  - Everything I do is in the interests of everyone who uses our services
  - I am positive and enthusiastic in my work
  - I am receptive to new ideas and service improvements
  - I actively seek opportunities to learn and develop
- **Respect**
  - Listening, understanding, and valuing what you tell me
  - I show compassion and kindness at all times
  - I am a team player and support my colleagues
  - I listen carefully and communicate clearly
  - I respond positively to differences of opinion
- **Integrity**
  - Being open, honest, straightforward, and reliable
  - I encourage and value feedback from others to help me develop
  - I try to always do what I say I will do
  - I am open and honest about when things have not gone well
  - I raise concerns and report incidents that arise
- **Diversity**
  - Relating to everyone as an individual
  - I try to listen without judging
  - I respect other people's culture, beliefs, and abilities
  - I actively take account of the needs and views of others
  - I understand and support the benefits that diversity brings to my team
- **Excellence**
  - Striving to provide the highest quality support
  - I set high standards for my work and personal conduct
  - I plan my workload and deliver on my commitments
  - I make best use of available resources
  - I put forward ideas to improve the quality of services