



## Children & Young Person's CWP Trainee: JOB DESCRIPTION

### Purpose of Post

North Kent Mind has been funded by NHS England to deliver a range of 'Recruit to Train' placements to expand the children and young people's (CYP) mental health workforce. This role is a 12-month training post linked to King's College London's Postgraduate Certificate in Children's Wellbeing Practice (CWP).

The post holder will undertake academic training (normally Mondays–Tuesdays) and provide therapeutic interventions in service (Wednesdays–Fridays), working under close supervision while developing the knowledge, skills and practice competencies required to graduate as a qualified Children's Wellbeing Practitioner.

The role will focus on delivering brief, outcome-focused interventions and guided self-help for children and young people experiencing mild to moderate mental health difficulties, including anxiety, low mood and behavioural difficulties. Work will include direct sessions with CYP, guided self-help with parents/carers, and small group interventions.

North Kent Mind will support trainees by providing access to appropriate referrals through our established local connections and pathways. This placement forms part of the national strategy to expand access to timely, evidence-based support for CYP and to strengthen the local mental health workforce.

### Structure of the Post

The CWP Trainee Practitioner will be based at North Kent Mind's Dartford office and will be employed by and fully embedded within North Kent Mind, working in line with the organisation's ethos, vision and values as well as the academic and clinical requirements of the KCL CWP training programme.

The post holder will report to the CYP NHSE Placement Coordinator, who provides line management and day-to-day support, with overall accountability resting with the CYP Manager. Trainees will attend teaching days on Mondays and Tuesdays, with the remainder of the week focused on delivering practice, supervision, and service integration activities.

Travel beyond the contractual base will be claimable in line with North Kent Mind's policies. Flexibility will be essential, as the role combines academic study, placement requirements, and service delivery.

### A: DUTIES OF THE POST: GENERAL

<b>Job title</b>	Children & Young Person's CWP Practitioner (Recruit to Train)
<b>Responsible to</b>	Children and Young Persons Service Manager
<b>Base Location</b>	Dartford
<b>Geographical Reach</b>	North Kent (Dartford, Gravesham, Swanley, Medway)
<b>Department</b>	Children and Young People (CYP)
<b>Hours</b>	Full Time
<b>Contract</b>	Fixed-term 12 months from January 2026
<b>Salary</b>	£24,772.74-£26,386.38

These duties apply to all North Kent Mind Staff:

1. To work within a framework which:
  - i. Abides by all the policies of North Kent Mind, including Equal Opportunities, Confidentiality, Health and Safety, Information Governance, GDPR.
  - ii. Promotes Social Inclusion, Empowerment, Well-being and the Recovery Model
  - iii. Respects, encourages and builds on individual clients' coping strategies, skills and autonomy.
  - iv. Maintains good liaison with any other outside agencies as is necessary
  - v. Promotes good joint working, links and cross-referral with all North Kent Mind colleagues.
2. To participate in supervision and appraisal.
3. To attend staff meeting and service team meetings.
4. To attend training/meetings and some annual events as required.
5. To undertake any other duties which the CEO or Board of Trustees may, from time to time, reasonably delegate or assign.

## **B. DUTIES OF THE POSTS: SPECIFIC**

The CWP Trainee Practitioner will be responsible for balancing academic study with supervised clinical practice, ensuring that all duties are carried out in line with North Kent Mind's policies, vision and values. The post holder will:

### **Therapeutic Skills**

- Carry out assessments with children, young people and their families after referral and triage, to understand their needs, any risks, and what they would like to achieve.
- Use the assessment to agree a plan for support and next steps, with guidance and supervision from senior staff
- Deliver, under supervision, outcome-focused, evidence-based interventions to children and young people experiencing mild to moderate mental health difficulties within the community.
- Support CYP and their families in the self-management of presenting difficulties, empowering them to make informed choices about their care.
- Develop plans for intervention in partnership with CYP and families, with agreed outcomes.
- Operate at all times from an inclusive values base which recognises and respects diversity.
- Accept referrals within agreed national and local protocols, signposting unsuitable referrals as appropriate.
- Undertake accurate risk assessments and escalate cases where the level of need is beyond scope.
- Provide a range of information and support for evidence-based psychological treatments, primarily guided self-help, delivered face-to-face, by telephone or via digital platforms.
- Adhere to an agreed activity contract relating to the number of contacts and sessions delivered each week to improve timely access and reduce waiting times.
- Attend multi-disciplinary meetings relating to referrals or CYP in treatment, where appropriate.
- Maintain coherent, accurate and timely records of all activity in line with service protocols, including outcome measures.
- Integrate issues relating to transitions, education and training/employment into the therapeutic process.
- Work collaboratively with other professionals and services to enhance and widen access.

### **Training and Supervision**

- Attend and fulfil all requirements of the KCL CWP training programme, including teaching, protected learning time, private study and practice-based assessments.
- Apply learning from the programme into practice, meeting required academic and practice standards.
- Receive practice tutoring from the education provider and supervision within the service to ensure safe practice and adherence to governance obligations.
- Prepare and present caseload information to supervisors on a regular basis.
- Respond to and implement supervision feedback in practice.
- Engage in personal development supervision to improve competences and practice.

### **Professional**

- Maintain professional standards of practice in line with North Kent Mind policies and relevant professional/regulatory frameworks.
- Ensure confidentiality is protected at all times.
- Agree and review clear objectives with supervisors and senior colleagues as part of continuing professional development.
- Keep up-to-date records of CPD and personal development.
- Attend relevant conferences and workshops as agreed with supervisors.

### **General**

- Support the collection and flow of data to workforce development and commissioners.
- Contribute to the development of best practice within the service.
- Ensure comprehensive understanding of safeguarding legislation, guidance and best practice.
- Maintain up-to-date knowledge of national and local policies relating to children and young people's mental health.
- Uphold GDPR and confidentiality policies.
- Carry out duties with integrity and in line with NKM values.

## **C. QUALIFICATIONS AND PROFESSIONAL REQUIREMENTS**

The post holder must meet the entry requirements for the King's College London Postgraduate Certificate in Children's Wellbeing Practice (CWP) and demonstrate the professional knowledge, skills and experience needed to train and practise safely within North Kent Mind's CYP services. This relates to the following:

- Undergraduate degree, upper second class or above, in psychology OR related subject (e.g. education, childhood development, social work) OR any subject with further training or experience in a relevant field (e.g. teaching, TA, youth work, counselling).
- OR relevant professional experience in CYP mental health/education/mentorship (considered on a case-by-case basis).
- Previous experience of working with children and young people.
- Ability to complete academic work at postgraduate certificate level.
- Commitment to completing the KCL CWP Recruit to Train programme alongside clinical placement.

## Personal Specification

Criteria	Essential	Desirable
Undergraduate degree, upper second class or above, in Psychology OR a related subject (e.g. Education, Childhood Development, Social Work) OR any subject with further training or experience in a relevant field (e.g. Teaching/TA, Learning Support, HCA, Youth Work, Counselling); <b>OR</b> relevant professional experience in CYP Mental Health/Education/Mentorship (to be considered on a case-by-case basis).	✓	
Minimum 1 year previous experience of working with children and young people.	✓	
Knowledge of children and young people gained through academic study in child development, child wellbeing or mental health.	✓	
Ability to learn in a variety of settings and using a variety of learning methods, including remote delivery of teaching.	✓	
Computer literate.	✓	
Ability to study as a self-motivated learner who can set goals and track progress with support from supervisors.	✓	
Full, enhanced and current satisfactory DBS disclosure for the role.	✓	
Ability to personally manage a sensitive, traumatic and potentially emotionally distressing caseload.	✓	
Excellent oral and written communication skills.	✓	
Flexibility to travel to meet the requirements of the post.	✓	
Team player, able to work well with colleagues across a service	✓	
Good time management and organisational skills.	✓	
Able to meet the physical requirements of the role after reasonable adjustments have been made for any illness or disability.	✓	
Commitment to equality, diversity and inclusion.	✓	
Understanding of safeguarding responsibilities and willingness to escalate concerns appropriately	✓	
Motivated to learn and be challenged, with capacity to work well in teams.	✓	
Knowledge and understanding of issues relating to risk and safeguarding of children and young people.	✓	
Knowledge of i-THRIVE, NHS Long Term Plan priorities and CYP IAPT principles		✓
Experience of working in an VCSE setting.		✓
Driver/ Car Owner		✓
Previous training in a mental-health related profession (e.g. psychology, nursing, health visiting, social work, occupational therapy, speech and language therapy, teaching, counselling).		✓
Ability to study and complete academic work at postgraduate study level		
Proven record of previous academic attainment		✓
Experience of assessing and managing safeguarding or risk concerns		✓
Familiarity with evidence-based practice in children and young people's mental health.		✓
Ability to adopt multi-agency working, especially in relation to complex cases with multiple needs, where a more systemic approach is required		✓