

JOB DESCRIPTION

Job title	Advanced Lived Experience KUF Development Lead
Pay Band	Band 7
Hours	37.5
Terms and conditions	In accordance with Agenda for Change

Job summary:

The Advanced Lived Experience KUF Development Lead will be responsible for recruiting, developing, supporting and supervising the KUF (Knowledge and Understanding Framework for Personality Disorder) Lived Experience Trainers within the organisation.

They will need to work collaboratively with the KUF Co-ordinator and Divisional Clinical Education leads to develop a local strategy for KUF rollout within the trust, holding specific responsibility for the KUF lived experience trainers.

To lead and develop the cohort of lived experience KUF trainers, providing high quality lived-experience specific supervision, CPPD opportunities and line management responsibilities.

To work in collaboration with the Recovery and Wellbeing College Manager, Lived Experience Practice and Peer Support Lead, and Head of Service User and Carer Involvement to ensure the leadership, development and support of the lived experience KUF trainers at the Trust.

To participate in the development, evaluation and promotion of the internal KUF offer, contributing to national discourse related to KUF and linking regularly with the NHS England KUF Hub as well as other Lived Experience KUF Development Leads.

To work closely with Recovery Services colleagues to promote, develop and embed the principles of recovery orientated practice across the organisation and to support the development and ongoing delivery of the Trust's Peer Support and Lived Experience Practice provision.

Values The trust wide Lived Experience Educator should act in a way which shows an understanding of our core values and is active in putting them into practice with service users, their friends, family and carers and also other staff members.

COMPASSION: contribution to a caring and kind environment and recognition that what you do and say can help to improve the lives of others.

RESPECT: acknowledge, respect and value diversity of each individual, recognition of uniqueness.

EMPOWERMENT: commitment to providing information, resources and support to help others make their own decisions and meet their own needs. The Trust endeavours to support all staff to enable them to develop and grow.

PARTNERSHIP: work closely with others and behave in a way that demonstrates understanding that commissioners and users of our services are the people who generate and fund our work.

The trust is committed to providing a safe, effective services and providing those who use the services; and those who support them, with a positive experience.

Key Responsibilities

1. Organisational

- 1.1 To be responsible for the leadership of lived experience KUF trainers within the trust, working closely with the Recovery College Manager and wider Recovery Services to promote the principles and practice of the peer and lived experience roles within Corporate Education and the wider organisation.

- 1.2 To lead the lived experience staff team in delivering all aspects of KUF, with a focus on a highly skilful use of lived experience-based training within the training room and in strategic meetings related to KUF delivery.
- 1.3 To work in co-production with the KUF Coordinator, ensuring that planned/contracted activities are provided and being available to training staff out of hours when appropriate.
- 1.4 To contribute to internal and external meetings regarding lived experience training, KUF delivery and peer and lived experience roles and perspectives.
- 1.5 To work collaboratively with the organisation's Community Partnerships Lead to ensure KUF training places reach our community partner organisations, in line with the integrated systems of care agenda.
- 1.6 To coordinate and lead on the promotion and execution of lived experience KUF trainer recruitment in collaboration with colleagues from Clinical & Corporate Education and the Recovery & Wellbeing College.
- 1.7 To support the Recovery & Wellbeing College team with the development of courses related to 'personality disorder', and the challenges associated with complex emotional needs.
- 1.8 To link with the Trustwide Lived Experience Practitioner & Peer Support Lead and internal Complex Emotional Needs Pathway Leads to develop the Complex Case Forum offering internally, as well as offering consultation, reflective practice and training to staff across the organisation.
- 1.9 To devise, coordinate and deliver a bespoke Lived Experience Development training programme to support Lived Experience KUF Trainers to upskill in areas such as co-facilitation of Complex Case Forums, reflective practice and delivering bespoke training and consultation for clinical teams.
- 1.10 To work with the Associate Director for Recovery, Organisational Development & Learning to ensure the Complex Emotional needs agenda is inputting to the strategic direction of the organisation's Organisational Development strategy.
- 1.11 Promote positive understanding, awareness and attitudes towards mental health and especially 'personality disorder' or complex emotional needs as part of day-to-day duties.
- 1.12 Participate in and actively contribute to Lived Experience KUF Trainer supervision, mandatory training and team meetings, and organisational events as required.
- 1.13 Ensure excellent communication and liaison with colleagues within the wider services of the Trust, being an agent for change and a champion of recovery in all interactions both within and outside the organisation.
- 1.14 To work within a coaching paradigm and adhere to the core principles of adult learning in all courses/workshops.
- 1.15 To contribute to the cost-effective management of the centre ensuring the service operates within budget.
- 1.16 Consult and inform the Head of Corporate Education of any issues that may affect the efficient running of the centre.
- 1.17 To lead on the service's annual reports and business plan in coproduction with the KUF Coordinator Head of Corporate Education.
- 1.18 To be a key player in responding to and compiling bid submissions at short notice, in collaboration with colleagues from Corporate & Clinical Education, Business Development and the KUF Coordinator.
- 1.19 To monitor and evaluate standards of service delivery, ensuring there is adequate user representation and consultation in the planning and implementation of services.
- 1.20 To be responsible for the development and implementation of policy for the KUF training team and broader Corporate Education team.
- 1.21 To participate in regular and thorough service reviews ensuring services develop in line with national agendas and new initiatives.

- 1.22 Have responsibility for relevant safeguarding issues in relation to KUF attendees and their network, including making difficult decisions as a team adhering to the Trust's Safeguarding policies.
- 1.23 To identify and address additional learning supports and access needs that students may have to enable them to undertake and complete the KUF training.
- 1.24 To be responsible with the KUF Co-ordinator for monitoring enrolment and access processes and monitoring of waiting lists.
- 1.25 To implement, in accordance with Trust Guidelines, a system of gathering and analysing statistical information in relation to operational and training activity.
- 1.26 To work flexibly, including out of hours and covering colleagues' absence if required in all parts of the Corporate Education team.

2. Communication:

- 2.1 To raise awareness of recovery language with all students by modelling positive strengths based, non-discriminatory, non-jargon, non-medicalised language in all areas of work.
- 2.2 To communicate and liaise with a range of professionals within the Trust, including professional leads, managers, care coordinators, peer support workers, as well as Commissioners, external agencies and other appropriate stakeholders to identify and deliver KUF training and associated learning and development activities.
- 2.3 To work collaboratively with the Head of Service User and Carer Involvement to establish a robust training and development pathway for Service Users who may be interested to train as KUF Lived Experience trainers.
- 2.4 To liaise with local voluntary sector and community organisations in order to develop jointly delivered courses/workshops and to improve opportunities for partnership working.
- 2.5 To communicate and consult with service users and other stakeholders on the development of the service.
- 2.6 To facilitate and support effective communication within the team and between the team and other services /organisations.

3. Lived Experience Training, Supervision and Appraisal and CPPD

- 3.1 Engage in self-reflective practices and commit to continued personal development, being responsible for identifying own training and development needs and to participate in both in-service and external training courses as agreed with the head of Corporate Education and peer supervisor (Trustwide Lived Experience Practitioner and Peer Support Lead).
- 3.2 Be committed to professional development through independent learning, keeping up to date with latest research and building connections with local and national peer networks and KUF-related training and education programmes and developments.
- 3.3 Promote development of best practices in Lived Experience Training across the service through active participation in internal and external training and development programmes.
- 3.4 Have responsibility for the local induction of new staff- primarily Lived Experience KUF trainers, but occasionally assisting in identification, training and induction of professional registered staff.
- 3.5 To contribute to activities which continue to build on a culture of shared learning and evidence based practice.
- 3.6 To supervise members of the staff team as allocated by the manager.
- 3.7 To ensure that the activities of supervisees are conducted within a framework of accountability, ensuring that supervision is regular and recorded and to ensure annual appraisals are undertaken
- 3.8 To be responsible for identifying the training and development needs of all supervisees to ensure high quality service provision.
- 3.9 Coordinate student placements as appropriate; ensuring a good learning environment is

maintained.

3.10 Attend regular supervision with the manager and professional supervisor.

4. General Responsibilities

4.1 Work in accordance with the Trust Values, Aims and Objectives

4.2 To act as an ambassador for the Trust with external agencies and partner organisations

4.3 Be efficient, responsible and maintain a high level of personal organisation; keeping accurate and appropriate records and providing information for monitoring and evaluation as required

4.4 To prioritise your own personal wellbeing, and to seek support if issues arise with work-life balance.

4.5 Work flexibly, being prepared to perform other duties commensurate with the role which may include new areas of operation following consultation

[to be updated to include individual provider supplementary information]

PERSON SPECIFICATION: Advanced Lived Experience KUF Development Lead

FACTORS	ESSENTIAL	*See key	DESIRABLE
EDUCATION AND QUALIFICATIONS	<ul style="list-style-type: none"> • Postgraduate degree or able to demonstrate equivalent skills in research, writing or analysis • Evidence of continuing professional development 	} A	<ul style="list-style-type: none"> • Mentorship or Supervision Training • KUF Coordination experience • PETALS Adult Learning Qualification or equivalent
PREVIOUS EXPERIENCE Paid/unpaid relevant to job.	<ul style="list-style-type: none"> • Lived experience of recovery from distress understood as ‘personality disorder’ or complex emotional needs • Experience of accessing or strong working knowledge of mental health services • Experience of utilising one’s lived experience perspectives and insights in a strategic leadership role • Significant experience of delivering KUF Training within a healthcare setting ¹ • Involvement in service redesign and development. • Experience of developing bespoke training related to complex emotional needs for staff in healthcare • Experience of delivering consultation for staff within a healthcare setting • Experience of delivering mentoring and/or supervision/appraisal • Experience of training or facilitating groupwork • Experience of relationship building and partnership working • Experience of public speaking • Liaising and working with colleagues from other disciplines. 	} A/I	<ul style="list-style-type: none"> • Experience of working as a peer trainer within a Recovery College • Teaching Experience within another educational setting • Experience of policy development • Experience of working with vulnerable people, including those who experience complex emotional needs

¹ Please note that in adapting this Job Description, this criterion could be listed as ‘Desirable’ rather than ‘Essential’, as national NHSE/I funding can be legitimately used to employ a Lived Experience Practitioner without significant experience of delivering KUF Training within a healthcare setting, who would then undertake KUF training in-the-trainer training funded by NHSE/I.”

FACTORS	ESSENTIAL	*See key	DESIRABLE
SKILLS, KNOWLEDGE, ABILITIES	<ul style="list-style-type: none"> • Ability to demonstrate first person experiential knowledge of challenges associated with ‘personality disorder’ or complex emotional needs at an expert level • Ability to demonstrate knowledge of the concept of personal recovery as it may apply to others • Working knowledge of organisational dynamics theory as this applies to staff groups- including the ability to tolerate and contain the anxiety of colleagues • Ability to deliver group-based interventions • Ability to understand and respond to emotional content of sessions • working with people who may experience complex emotional needs • Awareness of the service user/ survivor movement and the history of Intentional Peer Support • Understanding of the issues and concerns of mental health service users • Knowledge and commitment to service users rights, involvement and service-user led initiatives • Understanding and practical knowledge of a variety of recovery approaches • Knowledge of Trauma Informed Practice • Demonstrable skills in effective leadership • Ability to take part in activities for improving quality • Ability to manage own workload, prioritise and seek creative solutions to problem solve • Understanding of the importance of equality and diversity. • Excellent communication skills (verbal and written) • Excellent interpersonal skills. • Excellent presentation skills • Ability to treat service users with respect and dignity at all times, adopting a culturally sensitive approach, which considers the needs of the whole person. • Ability to provide leadership and supervision to the team. • Ability to deal with pressure, prioritisation and delegation and meeting deadlines • Ability to work in accordance with Trust Policies and Procedures • Good IT skills • Thorough knowledge of social inclusion and the principles of recovery. 	<p style="text-align: center;">A/I</p>	<ul style="list-style-type: none"> • Awareness of community resources and service user groups related to ‘personality disorder’ or complex emotional needs • Knowledge of the Mentalization Based Treatment model/ DBT for ‘Personality Disorder’ • Knowledge of current legislation which underpins Health and Social Care and a working knowledge of the Equalities Act 2010 and Human Rights Act <p style="text-align: right;">A/I</p>

FACTORS	ESSENTIAL	*See key	DESIRABLE	
ATTITUDES, APTITUDES PERSONAL CHARACTERISTI CS	<ul style="list-style-type: none"> • Ability to reflect sensitively on your personal experience of recovery to support others • Ability to identify and take steps to support own wellbeing through a personal Wellness Recovery Plan or equivalent • Develops others to grow their capacity and potential. • Exhibits and promotes respect for service users, families and carers, individual staff and teams. • Expresses and articulates ideas in a manner that is appropriate, accurate and easily understood. • Seeks to ensure the provision of a high quality service to service users, families and carers. • Coproduce service developments with service users, families and their carers • Enthusiasm for the Recovery agenda, lived experience training and leadership, peer working and an ability to articulate the value added by peer & lived experience working within the context of multi-disciplinary physical and mental health services. 	I/P		
Other	<p>Declared medically fit by the Occupational Health department to perform the duties of the post. Ability to travel across the Trust by public transport</p>	A/ OTHER		

*Key: Measured by **A** – Application form **I** – Interview **P** - Presentation