



Job Description Hoarding Pathway Co-ordinator

Havering Mind's Hoarding Pathway (1 year pilot project with London Borough of Barking and Dagenham)

Responsible to: Operations Manager

Accountable to: Management Committee through the Chief Executive

Main purpose of the post:

To co-develop and co-ordinate a brand new 12-month pilot hoarding support pathway and project which is also being used to test and improve our prototype model using a co-production approach with people who hoard using CBT skills based approaches. The Co-ordinator will work with Havering Mind to develop the pilot and deliver CBT based skills individual therapeutic interventions and group programmes for people experiencing hoarding behaviours and work with them to address their compulsive behaviours and organise /collaborate with other services to improve their environments and emotional wellbeing. The Co-ordinator will be working within cluttered environments, but will not be responsible for the clearing of properties.

Main Duties and Responsibilities

1. Co-develop and deliver a psycho-educational therapeutic approach for people who have difficulties with hoarding behaviour and deliver this 1:1 intervention in their homes, supporting and encouraging changes to hoarding behaviours and positively working towards de-cluttering
2. Co-develop a clear threshold and criteria for the service
3. Set up and co-facilitate peer support groups for people who hoard using CBT skills
4. Actively promote the B&D Hoarding Pathway across the borough of B&D and among members of the statutory services, local networks, providers of social service support and the Fire Service seeking referrals and raising awareness of the pilot and pathway

5. Coordinate and manage referrals into the project, ensuring all clients are adequately risk assessed
6. Research and produce locally relevant resource and information packs for group members, others who need support with hoarding and those who support them
7. Provide sign posting to individuals and group members that can support them with their hoarding on a practical and emotional level
8. Manage the budget for the project
9. Co-produce and co-develop (with peers from the group) the service model throughout delivery
10. Co-develop policies and procedures
11. Encourage participants to develop and work on action plans to reduce clutter in their homes
12. Research, develop and deliver training to staff who support people with hoarding difficulties on best practice support models
13. Partnership and its members to ensure the project meets local needs and is high profile
14. Collect regular wellbeing, satisfaction and positive life changes measures from group members
15. Assist Manager and other relevant staff/volunteers to ensure the project meets needs and is sustainable
16. Submit outcomes and outputs to line manager as outlined
17. Ensuring key responsibility within the project such as taking the lead on safeguarding individuals and GDPR compliance
18. Work within targets as set by line manager
19. Attend supervision with line manager.
20. Monitor and evaluate the project
21. Any other duties as required

Location

The place of work is Barking and Dagenham embedded within a key location in partnership with the London Borough of Barking and Dagenham Health and social care agencies, TBC according to the requirements of the service, working remotely and in individual homes and reporting to Havering Mind HO Harrow Lodge House.

Requirements in relation to the team:

1. To attend and participate in regular team meetings giving project updates as required
2. To attend regular support & supervision sessions and provide an audit trail
3. To operate agreed health & safety and security procedure
4. To attend appropriate training courses, and participate in skill sharing sessions within the team.

In relation to other agencies

1. To represent the agency at relevant external meetings and inter-agency forums when necessary in a professional manner
2. To liaise with voluntary and statutory agencies to develop good working relationships and promote partnership strategies where appropriate.
3. To be aware of legislation and national policies as they affect service users, particularly in the areas of health, housing, welfare rights, mental health, substance use and community care.
4. To take a lead or supporting role in specific initiatives as required.

In relation to policy and administration

1. To carry out all necessary administration in connection with assessments, home delivery of individual CBT based skills interventions and session tasks.
2. To keep case records in order that Havering Mind can monitor and assess its efficiency and effectiveness.
3. To participate where required, in drawing up policies and procedures.
4. To further the aims of Havering Mind and its activities by working within all agreed policies and procedures

The above is not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your changing role within the organisation and the overall business objectives of the organisation.