Job Description:

Suicide Bereavement Liaison Officer

Job Description

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| **Job Title:** | Suicide Bereavement Liaison Officer – 12 months fixed term contract |
| **Grade & Salary:** | WM6 SCP27: **£16,646** (£27,744 full time pro rata) |
| **Hours of work:** | **Part time** – 22.5 hours per week |
| **Line Management Reports:** | None |
| **Accountable to:** | Team Leader |
| **Functional Responsibility:** | To deliver a local postvention support service to individuals aged 18 and over who are bereaved by suicide or suspected suicide including family members, close friends or partners, colleagues etc. Appropriate psychological support would include psychoeducation (information giving), assessing risk and monitoring for symptoms of trauma (including secondary trauma); Key responsibility is building and maintaining active connections between relevant organisations and ensuring communications between them.  Empathy and effective, compassionate communication skills are vital. |
| **Job Purpose:** | * To make initial contact with the bereaved to offer 1-1 support * Signposting, overseeing, and maintaining links to relevant organisations, groups, and services for counselling and practical support * Facilitate specific bereavement by suicide training * Advocacy and liaison support during inquests or related meetings * Longer-term follow up contact * Ensure good working relations, including timely referrals to relevant pre- identified organisations * Receive referrals for support from the Hub, health professionals and self-referrals * Contribute to service monitoring and evaluation and ongoing development/shaping of service * Build knowledge of local services to work with and signpost on to * Build capacity in other organisations to support those bereaved by suicide |
| **Based at:** | The service will be flexible and mobile to cover the NW London Boroughs of Brent, Westminster, Ealing, Hammersmith & Fulham, Harrow, Hillingdon, Hounslow, and Kensington & Chelsea covering two Mental Health Trust areas. |

Main Responsibilities

**The role of the Suicide Bereavement Liaison Officer is to provide a proactive and timely community-based support to individuals, families, groups, or communities who have experienced a suicide or suspected suicide loss.**

* Contact the bereaved within 72 hours, followed by a face-to-face meeting to:
* Carry out an initial assessment of an individual’s need.
* Assess for risk and refer for clinicians for assessment.
* Ongoing monitoring through regular monthly contact up until the inquest, through face-to-face visits (including support by telephone or email).
* Advocate on behalf of the bereaved where necessary and liaise with relevant agencies.
* Offer and provide a sensitive, compassionate, and needs-led service to individuals, families, groups, or communities bereaved by suicide.
* Communicate effectively with police, coroners, GPs, local NHS mental health community teams, voluntary and community sector and IAPT service providers in the locality where the bereaved live, to make appropriate and effective referrals, e.g., for trauma focused therapy in line with NICE guidelines to the appropriate primary or secondary mental health provider.
* Manage, maintain, and oversee the connection and joint working between all involved agencies, professionals, and people.
* Offer rapid information and support to individuals, families, groups, or communities who have been bereaved by suicide, in their home or other agreed settings (to provide debriefing), and follow up with practical, ongoing support.
* Develop strong and collaborative relationships with key agencies (e.g., police, coroner, voluntary and community sector, CNWL NHS Foundation Trust, West London NHS Trust, Samaritans, Survivors of Bereavement by Suicide) and first responders in the region, to establish ways to connect with bereaved individuals in a timely and helpful manner as well as support identification of gaps in service provision.
* Liaise with voluntary and community sector organisations as well as national agencies e.g., Support After Suicide Partnership and contribute towards national and local learning.
* Produce an area-specific suicide bereavement resource pack to include all relevant information on support services and processes following a suicide death.
* Provide/facilitate training and workshops on suicide bereavement where required to people affected by suicide.
* Capacity build within the system including supporting the development of locally based peer support offers for those bereaved where they do not currently exist.
* Attend regular training and supervision.
* Contribute to ongoing development of service including with those who have lived experience
* Work to understand the specific needs of people bereaved in NW London, including building relationships with community and faith groups, as necessary.

Qualifications and Experience

* A degree (or equivalent) in a relevant clinical area such as counselling, psychotherapy or psychology and professional accreditation in the relevant field (IACP, IAHIP, PSI, ICP, NAPCP or equivalent).
* A minimum of 3 years’ experience working with people in a therapeutic and multi-disciplinary setting.
* Experience co-coordinating multi-agency initiatives and developing working relationships with a variety of stakeholders.

Skills, competencies, and knowledge

* The compassionate and empathic skills required to supportively engage with bereaved individuals, and communities across varied social settings and groups.
* Knowledge or experience in the fields of suicide bereavement, suicide prevention and responding to critical incidents.
* Safeguarding Training and Suicide Intervention & Prevention Training are desirable
* Commitment to understanding the needs of people bereaved in NW London.
* The ability to work on their own initiative.
* The ability to prioritise work and co-ordinate multiple responsibilities.
* Well-developed organisational, communication and networking skills.
* An awareness and understanding of cultural differences in dealing with death and grief.
* Ability to keep good and accurate records and an understanding of the importance of these for service monitoring and evaluation.
* To work within and towards Brent, Wandsworth, and Westminster Mind’s Equal Opportunities Statement at all times and to promote the cultural diversity of both tenants and staff:
* To maintain high standards of professional integrity and respect for others in all
* dealings with tenants, colleagues, other professionals, and members of the public.
* To develop and maintain appropriate boundaries of confidentiality with managers, colleagues, volunteers, and tenants.
* To avoid any action or behaviour which may conflict with the work and services provided by Brent, Wandsworth & Westminster Mind, or which may bring the organisation into disrepute.
* To ensure continuous self-development, both professionally and personally, through training, supervision, and other appropriate means. To attend appropriate professional training courses / conferences / meetings, by agreement with your Line Manager.

Person Specification

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| **Element** | **Description** | **Essential/desirable** |
| **Qualifications** | Qualification in Community work/Social Work/Psychotherapy/ Counselling Application | D |
| Professional accreditation, or working towards appropriate accreditation Application | D |
| Relevant suicide prevention/bereavement training e.g., ASIST, PABBs critical incident training and cultural competency training | D |
| **Experience** | Understanding of relevant pathways, particularly inquest procedure | D |
| **Three years working in a helping profession** | E |
| **Experience of conducting initial assessments including risk assessment and safety planning** | E |
| Experience of working with people affected by suicide | D |
| Experience of working with trauma/trauma informed training | D |
| Experience of facilitating group work | D |
| **Knowledge** | **Knowledge of relevant and appropriate local services** | E |
| **Skills/aptitude** | **Ability to cope with emotionally demanding and stressful situations** | E |
| **Strong communication and core people skills specifically within a therapeutic setting** | E |
| **Emotional life skills – resilience, compassion, perseverance** | E |
| **Non-judgmental, supportive, and positive approach** | E |
| **Demonstrate high levels of resilience and the ability to self-monitor** | E |
| Demonstrate experience of working effectively as part of a team | D |
| **Demonstrate the ability to communicate effectively at all levels** | E |
| **Understand and follow best practice regarding information governance, safeguarding (adults and children) and equality and diversity** | E |
| **Demonstrate experience of working on own initiative** | E |
| **Demonstrate the ability to operate an appropriate confidentiality policy and keep people's personal records, including medical records, accurate, safe, and confidential** | E |
| **Demonstrate excellent personal IT, accurate record keeping and communication skills. Able to provide reports, assimilate large amounts of information and present in an accessible manner, using audio-visual media** | E |
| **Able to demonstrate an understanding and commitment to a client focused approach** | E |
| **Able to work in the evenings or at weekends on occasion as and when required** | E |
| **Able to demonstrate awareness and understanding of equality issues** | E |
| **Able to support a flexible and mobile service across the London boroughs that the service covers (Brent, Harrow, Hillingdon, Westminster, Kensington & Chelsea, Hammersmith & Fulham, Ealing, Hounslow)** | E |