Doing what works: Training for employment specialists

Aimed at new employment specialists, this course will help you to set up an effective IPS service.

Individual Placement and Support (IPS) has been internationally recognised as the most effective method of supporting people with severe mental illness into sustainable, competitive employment.

Employment specialists in UK IPS Centres of Excellence successfully support 50% of clients into paid employment; irrespective of the severity of their diagnosis or additional substance misuse.

This two-day training course is ideal for employment specialists who want to use IPS principles to increase paid job outcomes for people with mental health conditions.

This course is accredited through the CPD accreditation service as conforming to continuing professional development principles. Certificate number A014503.

The training will cover:

- The eight principles of IPS
- Marketing the IPS service
- The research evidence for the effectiveness of IPS
- Working with the NHS clinical teams to obtain referrals
- Integrating the clinical and employment teams
- Providing benefits advice
- Vocational profiling and ongoing assessment
- Vocational action planning with the service user
- Collaborating with other employment agencies
- Developing relationships with potential employers
- Job carving
- Overcoming barriers to employment
- Disclosure of mental health history
- Providing on-going support for the employer and the service user
- Case studies
- Overcoming local challenges and issues
- Ongoing personal development as an employment specialist

This two-day course is £395 + VAT per person. Course times are 10:00 - 17:00 on day one and 09:30 - 17:00 on day two at a London venue. Sandwich platter lunch provided.

Please contact Zak Palmer via courses@centreformentalhealth.org.uk for further information. Course prices are correct February 2019
Employment and Equality Law for Employment Specialists

Centre for Mental Health is proud to be working with Kathleen Bolt, an experienced employment lawyer and mediator to deliver this in-depth course.

This two-day course offers practical advice and knowledge to enhance your understanding of employment law and disability rights to help you assist clients to retain work, overcome barriers arising from long term health conditions and to build your confidence in providing effective on-going support.

The training will cover:

- Understanding how the Equality Act protects employees and workers with a disability
- Dealing with disclosure – how to help clients weigh up the pros and cons
- Opening up communication with the employee and employer: an interactive conversation
- Workplace internal policies and procedures – why they are important to you
- Dismissal procedures and unfair dismissal
- Mediation - reducing conflict and resolving disputes
- Using mediation skills to maximise outcomes for clients
- Thinking about reasonable adjustments: Your role in enabling employers and employees to understand and find reasonable adjustments
- Employment protection rights
- Employee’s written terms and conditions of employment
- Zero-hour contracts, guaranteed hours and the gig economy
- Pay, sick pay and statutory entitlements
- A brief introduction to the Equality Act 2010

This two-day course is £495 + VAT per person. Course times are 09:30 - 16:30 on both days with registration from 09:15 at a London venue. Sandwich platter lunch provided.
Engaging with Employers

If you don’t feel confident about approaching employers for jobs for your service users, you are not alone! Approaching employers is considered by many employment specialists to be the most daunting aspect of their role. How do we find jobs for people with mental health conditions in today’s competitive job market.

This one-day training course an extension of our IPS Doing What Works course and is ideal for anyone supporting people with mental health conditions into employment including: employment specialists, occupational therapists and vocational support workers.

The course will develop your confidence to approach employers on behalf of service users and develop long term positive relationships.

During the course you will explore and practice methods and techniques to start developing your employer networking skills and begin to develop your “employer engagement toolkit”.

By the end of this course you will:

- Develop your employer engagement strategy
- Identify and refine your offer
- Promote the benefits of your service
- Start to build you own personal ‘employer engagement toolkit’
- Confidentially job search and identify suitable employers to engage with
- Apply the “3 cups of tea” method of networking and employer engagement
- Develop your “Power of Approachability”
- Sell yourself, your service e and your service users effectively to potential employers

This one-day course is £195 + VAT per person. The course time is 10:00 – 16:00 at a London venue. Sandwich platter lunch provided.
In-Field Employer Engagement & Job Development

Are your Employment Specialists worried about employer engagement?
Are they anxious about how to contact employers and maybe deal with rejection?
Are they concerned that they must become something they’re not to sell their clients?

Job Development is the area of supporting a mental health client into work that Employment Specialists can find most daunting, yet when done well as part of their everyday activity, employer engagement can make a huge difference to creating job opportunities for their clients.

This brand new interactive course is delivered at your premises in both a classroom setting and in-the-field. The training helps to de-mystify concerns around employer engagement and develops your Employment Specialists’ ability and confidence in job development that will, in turn, increase job outcomes for their clients.

The course will cover:

- How to make employer engagement work for the Employment Specialist
- How to select and research potential employers
- How to develop relationships with employers
- How to identify and talk about job carving
- How to deal with concerns and negative feedback
- What to record and how

**Day one:** Your team of Employment Specialists will develop the tools and techniques along with a script in their own words that they can use for job development.

**Day two:** Your team will go into the field and put into practice the learning from day one by meeting with employers face to face. Mentoring and coaching support will be provided by the trainer Calvin Silvester (Freelance IPS Consultant with front line practitioner and team leader experience). In-field training is delivered in groups of 6, so for larger groups, additional days will be required.

This course requires a minimum booking of 4 delegates and is priced at £395 + VAT per person, plus expenses, travel and accommodation for one trainer. The course times are 10:00 – 16:00.
Motivational Interviewing

An individual’s motivation and self-confidence is a key factor for people with mental health conditions to actively engage in seeking employment.

This two-day training course is a comprehensive extension of our IPS Doing What Works course and teaches you Motivational Interviewing techniques to significantly improve motivation in people who find it hard to overcome barriers to returning to employment.

The techniques focus on reducing internal barriers and negative attitudes, improving confidence and raising awareness of the benefits of employment to wellbeing by empowering the person and helping them to access their own resources. Research has demonstrated that Motivational Interviewing can significantly improve employment outcomes.

During the course you will learn and develop practical skills in the application of Motivational Interviewing techniques for helping people into employment including those who have been low in motivation and unable to overcome their barriers to work.

This course is aimed at:

- Employment Advisors and Vocational Support Workers
- Secondary Care Mental Health Staff
- Occupational Therapists and Health Professionals
- Human Resource Managers and Occupational Health Staff

This two-day course is £395 + VAT per person. The course times are 10:00 - 16:30 on the first day and 09:30 - 16:00 on the second day at a London venue. Sandwich platter lunch provided.
Centre for Mental Health
IPS Training Courses

In-house courses

All of our courses can take place at your venue. This is more cost-effective for you if you wish to train a large group of people (8 to 16) with the added benefit that the courses can be tailored to your organisation's requirements. You provide the venue and refreshments; we provide the trainers and materials. Delegates will need to be seated at a table and able to see the presentation screen. A “horse-shoe” meeting room layout is ideal.

**Doing what works:** £3,900 + VAT

**Motivational Interviewing:** £3,300 + VAT

**Engaging with Employers:** £1,600 + VAT

**In-Field Employer Engagement & Job Development:** £395 + VAT per person plus expenses, travel and accommodation for one trainer. Minimum booking of 4 delegates.

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