



# We Mind & Kelly Matters

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## *Job Description*

Specialist Suicide Bereavement Coordinator

Full time: 35 hours a week

Jan 2022

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**"Together we aim to save lives"**

Registered Charity No. 1182625



# Job Description

Job Title	Specialist Suicide Bereavement Coordinator		
Salary	£27,500	Holiday	25-days plus bank holidays
Hours	F/T - Flexible 35 hours per week, will include Rota evenings and an occasional weekend		
Contract	Fixed Term 18 months - <i>with the possibility of extension beyond</i>		
Base	Home working, Lone Working – visiting client's homes		

## About Us

We Mind & Kelly Matters is a Charity born from devastation. Survivor led. Passionate about increasing awareness around mental health, suicide, and support. We educate throughout our extensive range of training courses, highlighting the importance of appropriate language, reducing stigma, identifying risk factors, and the prevalence of mental health and suicide in our communities. We raise awareness through our social media channels, our recognised expertise and highly regarded professionalism within business, education, and Charity sectors.

*We Mind, We Care, We support, and we are here when help is needed.*

The lived experiences throughout the Charity mean that we understand, really understand, and our work knows no boundaries. We support adults and young people who experience suicide ideation, mental health challenges, and those sadly bereaved by suicide. We offer free access to emotional support, counselling, and a range of postvention supports, groups and courses. We also have evening online support so anyone in need can connect to a trained professional for immediate support.

## Northamptonshire

In 2019, there were 71 recorded suicides in our county. We know through research that around 135 people are impacted by each and every suicide. With around 30 individuals most severely affected, that's around 2,130 to 9,585 people in our homes, social circles, work environments and communities who are affected by the devastation suicide brings.

Worldwide it is estimated a million deaths by suicide happen every year, with one person ending their life every 40 seconds. Suicide is the biggest killer of young people, with over 200 school children lost to suicide each year in the UK.

Bereavement by suicide is complex, traumatic, and utterly devastating. It can become particularly difficult to process, complex and very different, leaving loved ones traumatised, and grieving for a long time. We know that the stigma around suicide is a barrier, and how difficult seeking help feels. We want to break down this barrier. A bereavement by suicide is a specific risk factor for further suicide attempts notably amongst young, bereaved adults. People bereaved by suicide are also 80% more likely to drop out of education or employment which is why postvention support is so important.

## Northamptonshire Support after Suicide

We Mind & Kelly Matters have secured funding for an initial 18-month project to develop specific Suicide Bereavement Support Services in Northamptonshire. Our collaborative based approach, with other newly funded services will introduce timely and appropriate support for people and communities bereaved and affected by suicide.

We will lead on the development of a long term, compassionate and empathic support service, tailoring interventions that support the changing needs of individuals as they

navigate through time and their bereavement.

### Join our team

We are looking to recruit to a new post as a Specialist Suicide Bereavement Coordinator.

This is an exciting opportunity to join Northamptonshire's new service, offering a range of therapeutic supports after suicide. The pilot project has been funded for an initial 18 months and we aim to create a groundbreaking, supportive service that safely cares for those bereaved by (suspected) suicide.

You will be able to help shape a new service, bringing creativity, empathy, and inspiring ideas to the forefront of the bereavement support offer. Working collaboratively with other agencies, we will be supporting anyone bereaved by suicide in a timely and supportive manner. Our needs-led service will be offered within preferred locations, that could be homes, agreed settings or online and varies from practical, emotional support, 1:1 counselling, group counselling, psychoeducational course work and peer-led support groups. Offering strength-based interventions that promote coping and resilience, sensitively, compassionately by providing key information and support to individuals, families, community groups, businesses and educational settings following a loss.

We are looking for a skilled and qualified therapist, joining a small but high performing team. Experienced in working with suicide, grief, and a range of adults and young people. You will be able to demonstrate good judgement in assessing referrals and establishing the most appropriate steps for ongoing support. Supporting cross agency referrals, ensuring effective communication and seamless support for everyone. The successful post holder will carry a caseload of emotional support and counselling clients, supporting the clinical lead in coordinating and delivery of group work and courses.

Willing to learn from current and emerging research and evidence base for working in suicide postvention support, and able to take an active role in community engagement in the Northamptonshire in awareness and advocacy for a new service.

Working throughout Northamptonshire, requiring a working pattern to facilitate evening or weekend sessions, and recognising the importance of maintaining a healthy life/work balance, we offer flexibility around the 35 contracted working hours, which will be home based, with an attractive 25-day holiday package plus all bank holidays.

Closing date for applications is **Monday 21st February, 5pm**, with interviews being held shortly after, an immediate start preferred. Application is by way of personal statement and relevant qualifications and experience. If submitting a CV, include a covering statement as to why you think we should hire you.

If you would like to discuss the position and/or project, please contact Sherry Adams, [sherry.adams@wemindandkellymatters.org.uk](mailto:sherry.adams@wemindandkellymatters.org.uk) or call 07720 231660

This post is funded by the Mental Health Northants Collaboration and NHS funding.

# Main Responsibilities

## Service Referrals

1. Assist in managing all new referrals.
2. Ensure contact is made within 3 working days to all bereaved individuals seeking support.
3. Complete assessments within 7 days for counselling clients.

## Information, Signposting & Support for those whose lives have been touched by suicide

4. Ensure all referrals are provided with excellent quality suicide bereavement information and signposting materials.
5. Maintain up to date knowledge of relevant local partnerships and signposting services.
6. Provide advice, support and information for wider communities, workplaces, and education providers affected by or exposed to suicide in collaboration with service partners.

## One to One Support

7. Provide practical and emotional support to individuals and families across Northamptonshire.
8. Normalisation of reactions and responses within bereavement. Developing emotional and behavioural coping strategies. Safety planning for suicide risk.
9. Ensure on-going, regular continuity with individuals referred to the service.

## Peer Support Groups

10. Contribute to training/awareness in suicide bereavement, prevention and postvention support.
11. Coordinating county wide weekly peer-led SOB's groups, Liaising with SOB's volunteers to ensure all peer groups work are efficient, providing support and assistance as required.

## Training

12. Work with team members to ensure all relevant suicide awareness training is available to everyone in our county. Raising awareness of education around suicide prevention, intervention and postvention support.

## Service Promotion and Awareness Raising

13. Undertake service promotion through a range of networking, presentations, and media work.
14. To promote the work of We Mind & Kelly Matters with positive understanding, awareness and attitudes towards suicide bereavement, prevention, and mental health

## Monitoring, Evaluation and Reporting

15. Coordinating with all agencies connecting with Northamptonshire Support after Suicide.
16. Provide regular updates and information to all members of the team for evaluation and monitoring project work, to meet the requirements of the funding provider.
17. Maintain timely administrative updates on the internal case management system. This requires computer literacy and data entry skills.

## General Duties

18. Attend regular line management supervision and annual appraisal
19. To maintain your own CPD opportunities
20. To undertake any duties or tasks relevant to the project as required, which given the nature and development of the project are likely to evolve.

# Person Specification

Criteria	Essential	Desirable
Qualification in Counselling or Psychotherapy.	E	
Relevant experience of supporting bereaved adults and children, specifically by suicide, or complex grief.		D
Experience of developing strong relationships with key agencies and first responders, to establish ways to connect bereaved individuals in a timely and helpful manner (e.g., police, emergency services, clergy, child services, coroners, funeral directors).		D
Capable of working under traumatic circumstances, with evidence of high levels of resilience.	E	
Excellent verbal communication skills with the ability and confidence to respond in a professional and empathic manner to a wide range of people including staff members, clients, and professionals.	E	
Understand and follow best practice regarding information ethical counselling, safeguarding & confidentiality.	E	
Demonstrate excellent written/oral presentation skills and a sound experience of social media, MS Office, & commonly used software.	E	
Strong ethical boundaries, regards for others and respect for diverse cultures	E	
Demonstrable evidence of self-care, self-reflective, committed to personal and professional development	E	
Commitment to work on a rotated evening and occasional weekends when required. Responsive to urgent client needs.	E	
Have full driving license, access to own car and able to travel across Northamptonshire.	E	
Understanding of the impact of lived experience within suicide ideation, attempts and bereavement.	E	
Flexible in approach, able to work on own initiative with minimum supervision, prioritising time, and workload appropriately.	E	
Lived experience of suicide bereavement, suicidality, and mental health whether it be personally, or with close friends/family.		D

## We Mind & Kelly Matters

We Mind, We Care, You always matter



[wemindandkellymatters.org.uk](http://wemindandkellymatters.org.uk)



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