

## Candidate Information Booklet

### Integrated Exercise Practitioner for Mental Health

12 Month Contract with further 6 month extension  
(If Approved waiting for Sláintecare to confirm)

Closing Date:  
5.00 pm Thursday 2<sup>nd</sup> January 2020



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive



MAKING YOUR FUTURE MORE ACTIVE  
SPORT IRELAND



government supporting communities

**Sláintecare.**



**Rialtas na hÉireann**  
Government of Ireland

*\*This project has received funding from the Government of Ireland's Sláintecare Integration Fund 2019 under Grant Agreement Number 233*

## **DESCRIPTION OF THE POST**

As an employee of Sports Active Wexford, the IEP-MH will work specifically with local HSE mental health services in the South Wexford area in the delivery of a new integrated mental health practitioner role. **The post is a temporary 18 month contract for 37 hours per week**, and is time limited as per the conditions of the Slaintecare Integration Fund. The post will be supported by partners: The HSE Mental Health Services (Wexford) and Waterford Institute of Technology.

The IEP-MH will oversee and assist in the delivery of physical activity components of mental health service users' care plans, ensuring care-plan development, delivery and monitoring across clinical and community-based physical activity at group and individual level. The IEP-MH will also support the on-going in-reach work of Sports Active Wexford in the delivery of existing programmes in this space, providing prescriptive, professionally led community-based physical activity interventions that align with best practice recovery focused mental health care. This project will involve a partnership between HSE mental health services, a community sports programmes, underpinned by research from a third level institution.

The IEP-MH will provide the expertise and resourcing needed to create individualised physical activity intervention plans and link individuals in recovery to amenities and opportunities for physical activity in the community. Through engagement with the IEP-MH, service users may will have access to enhanced recovery interventions and opportunities centering on physical activity with benefits for health and quality of life for individuals in their communities. This impact is hoped to have a sustained impact beyond the period of contact with the IEP-MH and multi-disciplinary supports by fostering well-being self-management, reducing dependency on mental health services and promoting community integration.

## **ESSENTIAL REQUIREMENTS FOR THE POST**

### **Character**

Candidates for the role of IEP-MH shall be of good character. The IEP-MH candidate should be able to successfully organise & manage a caseload. Candidates should be capable to liaise with outside agencies (e.g. local leisure facility providers / voluntary organisations) and advocate on behalf of and in collaboration with the service user with regard to engagement in independent physical activity. The IEP-MH must be prepared to work some evenings/weekends if required. The IEP-MH will have a willingness and ability to travel, ideally holding a full clean driving licence and have use of personal transport for work is required.

### **Age**

Each candidate who reaches the age of 65 years prior to appointment will cease to be eligible for appointment.

## **Health**

The candidate shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

### **3. EDUCATION, TRAINING AND EXPERIENCE ETC.:**

Each candidate must, on the latest date for receipt of completed applications forms:-

#### **Essential Requirements:**

1. QI Level 8 in Health, Exercise Science or QQI Level 8 with a focus on related field in the area of exercise for special populations.
2. Candidates should have a minimum 6 months experience of working directly with group and individual programmes in the context of physical activity, screening, assessing and designing physical activity based programmes.
3. Hold a current clean driving licence in respect of category B vehicles and access to own car;

#### **Desirable Requirement**

1. Level 3 REPs registration.
2. Further Education or Training relevant to the post in relation to physical activity, social integration/inclusion and mental health.
3. Accredited education or training in clinical exercise prescription.
4. Accredited education or training in behaviour change approach (eg Motivational Interviewing).
5. First Aid Training.
6. Experience of coaching/leading sports activities with people of differing abilities and vulnerable groups.
7. Experience of assessing and advising on healthy lifestyle issues.
8. Ability to facilitate engagement in a variety of physical activities.
9. Experience of working with individuals with mental health conditions and/or other chronic illness.
10. An understanding of commonly encountered mental health conditions.
11. An understanding of mental health services, structures and management.
12. Understanding of recovery as it pertains to the mental health context and in the policy and practice of the National Recovery Framework 2018 - 2020.

## **THE PERSON**

The candidate should have a constructive, positive and progressive attitude to working as part of the Wexford Local Sports Partnership and multi-disciplinary Mental Health Team. The candidate should be self-motivated in their work. The candidate should possess an awareness and sensitivity to the challenges of engaging in therapeutic endeavours during acute and chronic mental health difficulty. In addition the candidate should possess an awareness of the importance of the co-

ordinated multi-disciplinary care, acknowledging their own limitation in expertise/qualification to address certain matters that may arise.

The successful candidate is responsible for ensuring that the work that they undertake is conducted in a manner which is safe to themselves and others, and for adhering to the advice and instructions on Health and Safety matters given by their Line manager, Mentor and Project Management. It is the successful candidate responsibility to report Health and Safety hazards to their Line manager and Clinical mentor. The successful candidate is expected to comply with the appropriate Code(s) of Conduct associated with this post.

### **Education, Training, Experience etc.**

- The candidate will maintain ongoing training and education in line with SAW and HSE guidelines, and will review and reflect on your own practice and performance through effective use of professional supervision and appraisal.
- The candidate will undertake relevant activities to meet training objectives identified with supervisory persons and Project Management Team.
- The candidate will keep a CDP file and record of training and development in line with HSE and REPs or equivalent standards at a minimum.
- The candidate will maintain qualification sufficient to permit Level 3 REPS registration (EHFA standard) or equivalent.
- The candidate will participate in clinical governance and quality improvement projects as requested by supervisory persons and Project Management Team.

### **Skills**

- The candidate should have good interpersonal & communication skills to enable and support service users who may have low motivation to take part in physical activity.
- The candidate should have the ability to consult, communicate and network appropriately and effectively with all sectors of the community and or health service.
- The candidate should have the ability to advise, inform, motivate and support individuals and organisations.
- The candidate should have the ability to manage clinical situations/interactions with service users with complex mental health needs.
- The candidate should have the ability to monitor and evaluate work and write reports.
- The candidate should have administrative and organisational skills.
- The candidate should have excellent communication, presentation and facilitation skills.
- The candidate should have good I.T. skills.

### **DUTIES OF THE POST**

The duties of the post are to give to the local authority

- (a) and such other local authorities or bodies for which the Chief Executive, for the purposes of the City and County Management Acts, is Chief Executive, and

- (b) to any other local authority or body with which an agreement has been made by the local authority or by any of the authorities or bodies mentioned in sub-paragraph (a) of this paragraph,

under the direction and supervision of the appropriate Director Of Services or any other officer designated by him/her, such services as may be required by any local authority or body herein before mentioned in the exercise and performance of any of its powers, functions and duties, including the duties of :-

- To assess service users suitability for physical activity, adhering to American College of Sports Medicine (ACSM) guidelines, and liaison with appropriate clinical professionals to manage risk of the individual in line with HSE safety standards.
- To adhere to appropriate physical activity guidelines on prescription for mental health populations (e.g. 'The Let's Get Active Guidelines' – HSE, The International Organization of Physical Therapists in Mental Health and The European Psychiatric Association).
- To liaise with outside agencies (e.g. local leisure facility providers and voluntary organisations) and advocate on behalf of, and in collaboration with service users to facilitate independent and community-based physical activity, providing guidance or accompaniment to service users where appropriate.
- To demonstrate a broad knowledge of physical health conditions and highlight/address concerns around any identified contraindications to exercise with clinical colleagues.
- To develop physical activity programmes that address the individual service user needs, self-identified goals, and any possible limitations whilst maintaining an overall focus on sustainable behavior change.
- To be aware of service users history/background/culture, and take this into account when designing physical activity programmes and managing risk as appropriate.
- To promote and support individual choice and maximum independence, respecting service users' beliefs and ensuring privacy & dignity.
- To plan and deliver a range of physical activity interventions, taking into account the differing abilities of service users across relevant settings.
- To be familiar with commonly used medications in mental health, and the possible side effects when planning /designing exercise therapy sessions.
- To lead physical activity and sport sessions with individuals and groups.
- To continually review and evaluate service user progress, care plans and risk assessments as the service users condition changes, making suitable alterations to care plans/ physical activity strategies accordingly.
- To maintain accurate clinical records in relation to assessment, progress, discharge for all service users in accordance with HSE and Sports Active Wexford GDPR policies.
- To assess risk and manage it effectively within all relevant settings, ensuring a safe environment in which to engage in physical activity.
- To educate service users on wider healthy lifestyle behaviour's and highlight relevant referral pathways to community resources where appropriate.

- To engage with, and facilitate research in relation to physical activity innovation between key stakeholders (Wexford Mental Health Services, Sports Active Wexford and Waterford Institute of Technology).
- To participate in regular reporting to Clinical Mentor (HSE), Line manager (SAW) and project steering committee (HSE, SAW, WIT) where relevant and appropriate.
- To contribute to the planning, reviewing and development of physical activity and role of the IEP-MH with Line Manager (SAW), Clinical Mentor (HSE), and Project Management Team (HSE, WSA, WIT).
- To participate in evaluation and audit as required.
- To adhere to HSE and Register of Exercise Professionals (REPS) or equivalent codes of conduct and guidelines in carrying out duties.
- To exercise good personal time management, punctuality and professionalism at all times.
- To participate in regular supervision, appraisal and education identified by project management. Undertake any other relevant and related duties that may be required by allocated clinical mentor (CNM II).

The duties of the post shall be to give to the local authority under the direction and supervision of its appropriate employee, such services of an executive, supervisory and advisory nature as are required for the exercise and performance of any of its powers and duties and shall include the duty of deputising for other employees of the local authority, when required, and such duties as may be required in relation to the area of any other local authority.

## **COMPETENCIES FOR THE POST**

Key Competencies for the post include the following and candidates will be expected to demonstrate sufficient evidence within their application form of competence under each of these. Please take particular note of these when completing the application form as any short-listing or interview processes will be based on the information provided by candidates:

<b>Planning and Managing Resources</b>	<p>It is important for the Integrated Exercise Practitioner Mental Health to be able to plan and prioritise their workload effectively.</p> <p>Must have the ability to pre-empt potential problems or competing priorities and take appropriate action to ensure service standards don't suffer.</p> <p>Must demonstrate innovation in aiming to work within available resource allocations to sustain and enhance the service.</p>
<b>Team Player</b>	<p>It is important that a Integrated Exercise Practitioner Mental Health can work independently as well as part of a wider team, building and maintaining relationships and understanding and valuing individuals and their respective professional roles.</p>

	<p>Maintains open communication channels with team members and others as appropriate.</p> <p>Reacts constructively to setbacks and is able to both give and receive feedback.</p>
<b>Commitment to Providing a Quality Service</b>	<p>The Integrated Exercise Practitioner Mental Health is adaptable and open to change in striving to ensure high standards in the service of today.</p> <p>Ensures that all service users are treated with dignity and respect and ensures that the welfare of the service user is a key consideration at all times.</p> <p>Monitors and reviews his/ her own work to ensure its quality and accuracy.</p> <p>Demonstrates self-directed learning and the ability to integrate new learning into practice.</p>
<b>Communication and Collaboration</b>	<p>The Integrated Exercise Practitioner Mental Health fosters open communication and has excellent verbal and non-verbal communication skills.</p> <p>Communicates and educates at the appropriate level for the service user/professional etc. and modifies language for the listener.</p> <p>Excellent professional interaction skills with the ability to develop effective working relationships with others, motivate others and collaborate effectively as part of a multi-disciplinary team.</p>
<b>Advocacy</b>	<p>Collaborates with individuals to assess their needs, set goals, develop skills, review progress and foster change.</p> <p>Excellent problem solving skills and uses these to help individuals achieve personal goals and maximize their full potential.</p> <p>Advocates and campaigns for the best interests of clients at all times.</p>

## **SELECTION PROCESS**

Applications will only be accepted on the official Wexford County Council application form as advertised with the post.

Application forms must be typed and as fully complete as possible.

Applications will not be accepted after the specified closing date and time.

Applications will only be accepted by email to: [recruitment@wexfordcoco.ie](mailto:recruitment@wexfordcoco.ie) no later than the closing date and time of: **5.00pm Thursday, 2<sup>nd</sup> January 2020.**

### **The selection process may include any or all of the following:**

- The number of persons seeking admission to a competition generally exceeds that required to fill the available posts and while candidates may meet eligibility it is not practical to interview everyone. In those cases, the Local Authority may employ a shortlisting procedure. The number of candidates to be invited for interview shall be determined by the local authority. The shortlisting will be carried out by or on behalf of the Local Authority against criteria specified for the position and only on the basis of the information contained in the candidates application form;
- Completion of an online questionnaire or any other tests or exercises deemed appropriate by the Local Authority;
- A competitive preliminary and / or final interview, conducted by or on behalf of the Local Authority,
- The Local Authority may create a panel from which future vacancies at the specified grade may be filled.

Any attempt by a candidate, or by any person(s) acting at the candidate's instigation, directly or indirectly, by means of written communication or otherwise to influence in the candidate's favour, any member of the staff of the County Council or person nominated by the County Council to interview or examine applicants, will automatically disqualify the candidate from the position being sought.

Wexford County Council will not be responsible for any expense a candidate may incur in attending for interview.

The Local Authority shall require a person to whom an appointment is offered to take up such appointment within a period of not more than one month and if he/she fails to take up the appointment within such period or such longer period as the Local Authority in its absolute discretion may determine, the Local Authority shall not appoint him/her.

**You will receive an acknowledgement receipt of your email application. Should you not receive an acknowledgement, please email [recruitment@wexfordcoco.ie](mailto:recruitment@wexfordcoco.ie).**



## **CONDITIONS OF SERVICE**

### **1. Tenure:**

The post is part time, temporary (12 month plus extension of 6 months contract) and pensionable.

Persons who become pensionable employees of a Local Authority who are liable to pay the Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the Local Authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependent or qualified children).

All persons who become pensionable employees of a Local Authority will be required in respect of the Local Government (Spouses and Children's Contributory Pension) Scheme to contribute to the Local Authority at the rate of 1.5% of their net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependent or qualified children) in accordance with the terms of the Scheme.

For new entrants under the *Single Public Service Pension Scheme* effective from 01/01/2013, superannuation contributions are 3.5% of net pensionable remuneration and 3% of pensionable remuneration.

### **2. Probation:**

Where a person who is not already a permanent employee of a local authority is appointed, the following provisions shall apply:-

- (a) there shall be a period after such appointment takes effect during which such person shall hold such employment on probation;
- (b) such period shall be one year but the Chief Executive may, at his discretion, extend such period;
- (c) such person shall cease to hold such employment at the end of the period of probation, unless during such period the Chief Executive has certified that the service of such person is satisfactory.

### **3. Weekly Remuneration:**

The salary is €28,049 per annum.

**4. Health:**

For the purpose of satisfying the requirement as to health, it will be necessary for successful candidates, before being appointed, to undergo at their expense, a medical examination by a qualified medical practitioner to be nominated by the local authority. Defects reported as a result of this examination must be remedied before appointment. On taking up appointment, the expense of the medical examination will be refunded to the candidate.

**5. Retirement / Superannuation:**

Single Public Service Pension Scheme:

Effective from 1st January 2013, *The Single Public Service Scheme* applies to all first-time new entrants to the public service, as well as to former public servants returning to the public service after a break of more than 26 weeks.

All new entrants to pensionable public service employment on or after 1 January 2013 are, in general, members of the Single Scheme.

Pension Age: Minimum pension age of 66 years (rising to 67 and 68 in line with State Pension age changes). Scheme Members must retire at the age of 70 years.

New entrants to the public service appointed on or after 1<sup>st</sup> April, 2004.

Retirement Age will be determined by the terms of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004. The Act introduces new retirement provisions for new entrants to the public service appointed on or after 1<sup>st</sup> April, 2004. For new entrants there is no compulsory retirement age and 65 is the earliest age at which retirement benefits can be paid. In all other cases, 60 years is the minimum retirement age, with 65 years being the maximum retirement age.

**6. Residence:**

The holder of the post shall reside in the district in which his or her duties are to be performed, or within a reasonable distance thereof.

**7. Working Hours:**

1. Contracted working hours will be based on a **37 hour week, four year fixed contract.**
2. Reasonably regular work outside of normal office hours will be required.
3. The Council reserves the right to alter your hours of work from time to time.
4. Overtime, as required by the workload, will be paid in accordance with the Organisation of Working Time Act, 1997. All hours worked will be subject to the provision of the Working Time Act, 1997.

5. The person appointed will be entitled to paid sick leave, in accordance with the Council's policy on sick leave for Employees.
6. Annual Leave will be 30 days per annum, which will be taken in accordance with the Council's Annual leave schedule for Employees.
7. The employment will be subject to the provisions of such regulations as may be made from time to time by the Minister for Housing, Planning and Local Government.
8. This employment will be subject to the Minimum Notice and Terms of Employment Act, 1973 – 1991.
9. The provision of the Safety, Health & Welfare at Work Acts 1989 to 2005 will apply to this employment. In this regard, the person appointed may be required to attend an approved Medical Practitioner for the purposes of any vaccinations that may be deemed necessary.
10. The person appointed may be required to carry a mobile phone at all times for use on official business. The rental cost and the cost of any vouched official calls will be paid by the Council and the appointee will be liable for the cost of any personal calls.

This competition is being run by Wexford County Council. For general queries, please contact the following:

*Ciara O'Reilly*  
*Recruitment Desk*  
*HR Section*  
*Wexford County Council*  
*053 919 6383*  
*E: [recruitment@wexfordcoco.ie](mailto:recruitment@wexfordcoco.ie)*

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