



Job Description –

Project Assistant – Making Waltham Forest Mental Health Friendly

16 April 2014

Social Spider CIC

Helping People Make Change Happen

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About Social Spider CIC

Social Spider Community Interest Company (CIC) is a not-for-profit social enterprise, a social enterprise that delivers research, writing, publishing and training services as well as running its own local and national projects.

Our current projects include:

Big Lottery: Social Investment Guide – A guide to the UK's emerging social investment for charities and social enterprises, commissioned by Big Lottery Fund and developed in partnership with Social Enterprise UK

A day in the life – A project asking people across England who have (or have had) mental health difficulties to record a day in their life once a season. This project is funded by Public Health England.

Social Enterprise: What's love got to do with it? – A project commissioned by Intentionality CIC to research and write a think piece exploring the role of love in social enterprise, based on interviews with some of the UK's leading social entrepreneurs.

Doc Ready – a digital tool that helps young people to prepare and make the most out of mental health related GP visits. Doc Ready was developed by a partnership of organisations including Social Spider CIC, Neontribe, Futuregov and Enabled by Design funded through the Innovation Labs Initiative backed by Comic Relief, Nominet Trust and Right Here.

Making Waltham Forest Mental Health Friendly - A project raising awareness of the experiences of people with mental health difficulties by organising discussions in workplaces and community groups in Waltham Forest.

Job Description – Project Assistant (Voluntary)

The role involves supporting the Project Worker for 'Making Waltham Forest Mental Health Friendly': a project that helps people in Waltham Forest to understand mental health better.

The Project Assistant will help the Project Worker to set up a series of one-hour long stigma busting sessions with:

- local businesses
- public sector organisations
- charities and community groups

The role involves contacting organisations via email and telephone to tell them about the project and arrange sessions.

Voluntary role

This is a voluntary role which provides applicants with an opportunity to gain experience of working on a community media project, developing skills and practical experience in journalism and business development.

It is hoped that applicants will be able to devote 1 to 3 days per week to the role but as this role is not a paid job, it is not expected that applicants will prioritise the role over paid work or the search for it.

As this is a voluntary role, specific duties will be agreed based on applicants' interest and aspirations for their future career.

Travel and lunch expenses paid on production of receipts up to a value of £10 per day.

About Making Waltham Forest Mental Health Friendly

Making Waltham Forest Mental Health Friendly is a project raising awareness of challenging stigma around mental health in the London Borough of Waltham Forest.

To do this we are recruiting volunteers who will speak to residents in the borough at a series of events. These events will take place within workplaces and community groups across the borough, and will give people a chance to hear from volunteers what it's like to have a mental health difficulty and what they might be able to change to make life a bit better. It'll be a series of good friendly conversations between those who do experience mental health difficulties and those who don't.

We want to speak to at least 400 people in the London Borough of Waltham Forest in the next 18 months. More details about the project are available here: <http://mhfriendlywf.org.uk/>

Making Waltham Forest Mental Health Friendly is funded by Time to Change, England's biggest programme to end the stigma and discrimination faced by people with mental health problems. The programme is run by the charities Mind and Rethink Mental Illness, and funded by the Department of Health and Comic Relief.

How to apply

If you are interested in this role, please email a CV, a short covering letter outlining your interest and a sample of your writing to david@socialspider.com.

The closing date for expressions of interest is Monday April 28th 2014.

