

6216 - Mental Health Adviser – Additional Information - July 2020

Additional Information for applicants -

1. Extended opening hours

The Counselling and Health Advice Service operates Mondays to Saturdays for 40 weeks a year to facilitate increased access to support since 2017.

There are plans for extending the service to offer evening sessions on 2-3 evenings a week when guidance on safety/social distancing permits, whereby team members can be requested to vary their time on one day a week to deliver this.

The working days and hours are **5 days/35 hours a week**. Team members working on Saturdays have Mondays off.

2. 2020/21

The 40 weeks CHAC will be operating on Saturdays for the 2020/21 academic year will be as follows:

Term 1: 26th September to 19th December inclusive – 13 weeks. The term dates are 19th October to 18th December for HE, same starting date for FE.

Term 2: 16th January to 27th March inclusive – 11 weeks. The term dates are 11th January to 26th March for HE, 27th March for FE. Easter weekend is 2nd - 5th April.

Term 3: 17th April to 31st July inclusive – 16 weeks. The term dates are 12th April to 18th June for HE.

Please note that due to CoVID 19, the start of term for 2020/21 is 4 weeks later than normal.

3. What happens when the service is not open on Saturdays

Team members can take annual leave on the Saturdays not scheduled as part of the 40 weeks or make time by working on Mondays. These are 1st, 8th 15th 22nd, 29th August, 5th 12th 19 September, 9th January; 3rd 10th April. The 26th December is a public holiday and the University is likely to be closed on 2nd January.

4. Selection and interview

Applicants shortlisted for interview will be asked to take part in a telephone task following their interview.