

INFORMATION PACK
**Recovery College
Tutor**





WELCOME

A few words from our CEO

Thank you for your interest in our organisation and this role.

We're proud to have directly helped 27,000 local people this last year, more than we've ever supported. We've been working in local communities to improve mental health and wellbeing for 30 years and during that time our support has evolved, enabling us to help people in new and impactful ways.

We believe everyone has the right to enjoy good mental health and our team of trusted professionals provide expert support to help people lead full and happy lives. What's more, we campaign locally to improve services, raise awareness and promote understanding of what good mental health looks like.

Ours is a vibrant organisation to work for and our staff are our most important asset. We know just how important the benefits of a mentally healthy workplace are. So, it's only natural that our people and our culture are at the heart of all we do. Staff wellbeing is a high priority for us and we take great care and pride in making sure that everyone who works with us feels valued and supported. We're dedicated, friendly and open, working together to improve the lives of local people experiencing mental health problems.

I hope you'll be interested in joining our team once you've read this pack and I look forward to meeting you.

Emma Howitt
CEO

Our Values

CARING

We genuinely care about local people and the work that we do. We treat people with respect and dignity.

WELCOMING

It can be difficult to ask for help and there is still much stigma associated with mental health. When people come to us for support, our response is warm and welcoming. Our staff and volunteers are helpful and friendly. We don't judge people.

TRUSTWORTHY

People trust us with their personal stories. We appreciate this isn't easy and are grateful for people's confidence in us. We take confidentiality very seriously.

DETERMINED

We are committed to finding the best support for local people. We can tailor our services to meet their needs as we know finding help for mental health issues can be difficult. If we can't help then we'll find the right support from other local organisations where needed.

PROFESSIONAL

All our staff and volunteers are skilled in the work they do and are supported by us. We're constantly working to ensure our environment is safe and beneficial to you.



See how our Recovery College is making a difference

"It was very reassuring to find that others had been in similar positions as yourself, completed the courses and had come out the other side being well equipped to know that it's not an easy fix, but you know what you can do to help with any challenges you may face."

Recovery College Tutor

About The Recovery College

The Recovery College delivers courses to equip people with coping strategies to improve their mental health and wellbeing.

We offer a range of courses covering emotional resilience, confidence building, mindfulness and more. Essentially, we teach new ways to cope and manage your mental health. We provide people with the opportunity to develop practical tools and resources to do this and empower them to move forward and make effective changes to their lives.

About This Role

Teesside Mind are really pleased to be recruiting a Recovery College Tutor to support the existing delivery within Middlesbrough as part of Community Mental Health Transformation.

You will work as part of our small, dedicated team which offers a unique recovery focused approach to supporting people with mental health difficulties.

Role Purpose

You will be responsible for delivering short courses aimed at improving the well-being of individuals through a learning model. The courses provide individuals with the opportunity to explore ideas with like-minded people either face to face in a community venue on Teesside or via Microsoft Teams.

The post holder will be able to foster a safe and inclusive learning environment with a clear focus on mental health recovery.

Courses will be delivered by you, alongside a volunteer who's an expert through experience. You will be responsible for prepping the course content, delivery and follow-up admin tasks.

You will also provide support to the lived experience volunteer through session preparation and de-brief.

Main Duties

- To provide tuition in the community and on Microsoft Teams for a range of mental health / well-being courses based on learners' interests and needs
- To follow lesson plans and use a diverse range of learning material, tools and methods to educate learners about good mental health and general wellbeing
- To respond to and manage risk within the service with support from senior staff
- To provide support and guidance to lived experience volunteers during delivery and planning of group work
- Keep up to date records using online data systems in line with policies and procedures
- To undertake administrative duties as required using Microsoft Office 365
- To be responsible for own Health and Safety and contribute to Health and Safety systems and safe working practices



Person Specification Criteria

Experience & Qualifications	Essential	Desirable
Teaching Qualification e.g. PTLLS or equivalent	●	
Hold NVQ Level 3 or equivalent qualification, or have ability to work with information at this level	●	
Knowledge of mental health problems and mental health services	●	
Knowledge of the Voluntary Sector and how it works with other Statutory and Non-statutory Services		●
Knowledge of CHIME model of care		●
Knowledge of interventions or specialism in Depression, Anxiety or Sleep Hygiene	●	
Safeguarding and safety planning practices	●	

Knowledge	Essential	Desirable
Working in a community setting	●	
Working as part of a team	●	
Developing group work or learning packages		●
Personal experience of mental health problems and using mental health services		●

Skills and Competencies	Essential	Desirable
Able to enthuse, energise and motivate others	●	
Excellent communication and active listening skills	●	
Able to work remotely & autonomously and as part of a team	●	
Reflect on own practice and continuously develop own skills	●	
Ability to work with minimum supervision, use own initiative & make appropriate decisions	●	
Using IT, online and data management systems on an everyday basis	●	
Confident in using Microsoft Team to deliver sessions	●	
Manage own time effectively	●	

Other Personal Qualities	Essential	Desirable
Be passionate and enthusiastic about empowering others to thrive and recover	●	
Be able to inspire, motivate and instil hope in others	●	
Caring, compassionate and person-centred approach	●	
Commitment to Mind's values and objectives	●	
Able to travel to a range of locations within each borough by own or by public transport	●	

Main Terms and Conditions

Job Title:

Recovery College Tutor

Contract:

Fixed term for 1 year

Responsible to:

Recovery College Team Lead

Hours:

Up to full-time 36.5 hours

Salary:

£26,478.64 per annum, pro-rata for hours worked (£13.95 per hour)

Location:

Middlesbrough based however some working across various locations across the Tees Valley and online via Microsoft Teams

Disclosure:

This position is subject to a 26-week probationary period, Right to Work Check, satisfactory references and an enhanced DBS check and subsequent re-checks.

How to Apply

If you would like to find out more about this opportunity, please call 01642 257 020 to speak to Heather Watson.

Please complete the application form on our website.

Interview date: Monday 26th January 2026

**Closing date for applications:
15 January 2026**

Standard benefits:

- Defined salary according to job evaluation and Teesside Mind pay scales
- Contributory pension scheme
- Travel expenses in line with HMRC

Enhanced benefits:

- Access to EAP wellbeing service
- Holidays commence at 26 days plus 8 BH and increase with length of service up to 32 days plus 8 BH*
- Up to 2 days (15 hrs) off for volunteer / charity work*
- Up to 3 days (22.5 hrs) off for time off to care for dependants*
- Up to 6 hrs for medical appointments*
- Up to 2 weeks of bereavement leave for the death of a close/immediate family member*
- Enhanced Maternity, Adoption, Surrogacy, Paternity pay
- Free parking at Middlesbrough and Stockton offices (subject to availability)
- Access to financial rewards and discounts for high street shops, restaurants, holidays etc.

Other Family Friendly Benefits:

- Flexible working**
- Hybrid working**
- Other time off including but not limited to carers leave or parental leave either paid or unpaid as defined by statutory provisions.

Personal Development:

- Monthly supervision and a personal development plan (with and without funding - subject to approval)
- Annual development day for staff and volunteers

All essential job criteria are subject to reasonable adjustments in line with the Equality Act 2010

- *All benefits are pro-rata for part time or part year contracts
- ** Subject to meeting the needs of the individual, the team and service delivery

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