



University Mental Health Advisers Network
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Tel: 01865 264170

Making Contributions to UMHAN – For Employers and Self-Employed





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1 Introduction

1.1 As members of UMHAN, you/your employee benefits from the skills and knowledge of other members, for their professional development. The same applies to other members of UMHAN – they will benefit from your employee's skills and knowledge. Members contribute to/benefit from UMHAN through discussion forums, regional/national meetings, involvement in a single project or a series of projects, working groups, skill-shares, continuing professional development opportunities, representing UMHAN at other events, or as an Officer or Trustee of the charity.

1.2 UMHAN has worked on a variety of areas and has contributed to the establishment of new regulations that encourage mental health professionals' personal and professional growth, and that improved students' well-being in Higher Education Institutions. UMHAN guarantees a smarter workforce and a learning environment that is hard to duplicate, both to you and to your employees. Employers should also consider that while giving the possibility of continuing professional development to their employees, they also increase the chances of retaining these employees over time. In fact, not only being a member of UMHAN provides benefits to the member's knowledge, but it is also a mark for improvement, quality and reputability throughout the sector.

1.3 As a member-led and peer support network, making contributions is vital to support of staff in challenging roles. Contributions are central to peer support, information-sharing and skill maintenance, and, not least, for continuing development and safe/up-to-date practice. Development/review of these areas is encouraged by most employers in recognition of their staff member's performance and practice, and furthermore for the mutually beneficial connection between the reputations of the employer and UMHAN.

1.4 This document describes the types and quantity of professional work that may be undertaken as a member of UMHAN, for employers of UMHAN members, and those who are self-employed. This document also explains the importance of supervision and why UMHAN requires a minimum number of supervision hours per year.

1.5 UMHAN wishes to ensure that all work is within or closely related to the member's professional field and continuing professional development.



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2 Scope

2.1 The position outlined in this document applies to a member's involvement:

- a) As a Trustee.
- b) As an Officer.
- c) As a committee member.
- d) As a working group member.
- e) As a regional co-ordinator.
- f) As the provider of a skill-share trainings.
- g) As a peer support at a year's worth of meetings at a regional or national level.
- h) In the Annual General Meeting, happening in May

2.2 Remuneration or benefits in kind are negotiated between employee and employer, and this may result in excluding some aspects of work. As a charity, members also undertake some aspects voluntarily.

2.3 The member is responsible for ensuring that work undertaken:

- a) In employer's time is consistent with their conditions of service and workload allocation.
- b) Voluntarily is committed to.
- c) Adheres to standards of UMHAN representation when necessary.
- d) Using an employer's facilities in support of UMHAN's work will, in all cases, be approved in advance.

2.4 In ensuring high quality standards, UMHAN requires a certain number of [CPD hours per year](#). Certain roles or responsibilities undertaken in UMHAN by your employee may contribute to CPD and thereby help you achieve these standards. In some instances, the work involved may exceed that which is required. In these instances, we would anticipate that the proportion of time undertaken in a paid or voluntary capacity is negotiated between the employee and their employer, taking into account the professional development of the person/their role and the potential reputational benefits for the employer.

2.5 Alongside contributions made to UMHAN, members are required to submit brief updates on their work to UMHAN for dissemination and continuity purposes.



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3) Supervision

UMHAN believes that supervision, alongside continuing professional development (CPD) and life-long learning cannot be underestimated. UMHAN believe that they are fundamental to ensure safe and accountable practice and high quality clinical and professional services.

UMHAN also agrees with the Department of Health (1993) that defines supervision as, 'A formal process for professional support and learning which enables individual practitioners to develop knowledge and competence, assume responsibility for their own practice and enhance consumer protection and safety in complex situations. It is central to the process of learning and scope of the expansion of practice and should be seen as a means of encouraging self-assessment, analytical and reflective skill.'

UMHAN is aware that the role of a specialist mentor and a mental health advisor can be highly demanding, and at times also emotionally complex. Supervision helps the professional deal with such demands, and improves emotional resilience, as well as one's professional services and personal development. The UMHAN community also tackles professional isolation, especially when it comes to specialist mentors, who are employed by external agencies. UMHAN's supervision requirements are in place to make sure that our mental health professionals are not only taking care of students' well-being and mental health, but also their own.

For all these reasons we require a minimum number of supervision per year per member.