

Work shadowing Information for hosts

1. Background

A work shadowing scheme has recently been set up to provide development opportunities for mental health workers in the voluntary and statutory sectors.

The scheme is coordinated by Volition and supported by Leeds Mental Health Trust as well as other statutory sector services.

The aim of work shadowing is to improve understanding amongst mental health workers about how services in other sectors operate by offering first hand experience of the issues that staff and organisations face. We hope that this will lead to improved partnership working across sectors, more appropriate referrals between services and ultimately better and more informed services for people who use them.

2. What does work shadowing offer?

The scheme offers the chance to “shadow” a member of staff in another service, for one to three days, in order to:

- experience a different work setting
- develop a greater understanding of the purpose of their work
- experience some of the issues that arise for them in their work
- have the chance to discuss different ways of working
- develop closer working links.

3. What’s involved in being a host for work shadowing?

If you are able to host a shadowing placement we will need the following information:

- Details of the team / base where shadowing will be available
- Job role (or roles) that will be involved
- The type of activities that will be observed / experienced
- Whether you can offer placements of up to 3 days
- Whether you can offer more than one placement
- Whether you have any specific requirements in relation to placements e.g. timing.

Please send this information to Volition – our contact details are at the end.

4. How shadowing placements will be arranged

- Workers who are interested in shadowing will send an application form to Volition which will give details of the type of placement they are looking for.
- Volition will contact the relevant “host” to request the shadowing placement.
- If the request is accepted the details of the placement will be negotiated directly between the participant and the host organisation – it is essential that both parties work out an arrangement that is practical and feasible to give it the best chance of

success. Please also confirm **confidentiality** requirements with the participant and any **CRB** (Criminal Records Bureau) requirements.

- When their placement is finished, participants will be asked to fill in an evaluation form. This will help us in monitoring the benefits of work shadowing and in planning any future schemes.

5. Further information

If you would like to act as a host for the shadowing scheme please send relevant details (see paragraph 3) to Volition, or get in touch for more information.

By email: info@volition.org.uk

By post: 26 Michael's Road, Headingley, Leeds LS6 3AW

By phone: 0113 274 9585