



Employment support

with mental health conditions

Finding and keeping a job while managing a mental health condition can feel overwhelming, but you are not alone. This information sheet provides guidance on seeking and maintaining employment, approaching disclosure conversations, and accessing support services available in Ealing and London.

Contents

1. Specialist employment support	2
2. General advice	3
3. Disclosure	6
4. Workplace adjustments	7
5. Related support services	
a. Other employment services	8
b. Mental health support	10
c. Childcare	10
d. Clothing support	11
e. Carer support	11
f. Other skills and training courses	12
g. Transport	12

Specialist employment support

For personalised guidance and support for managing employment with a mental health condition, the best thing you can do is contact a specialist employment support service.

At Mill Hill you can also be referred directly to an employment specialist from the Shaw Trust that works at the practice.

[West London Works - Shaw Trust and Twining Enterprises](#)

West London Works is a free, voluntary service, which aims to support you if you have a physical and/or mental health condition and would like to find meaningful employment or stay in your current role. Also provides ongoing in-work support in both your new or existing role.

[Maximus](#)

Provide confidential, personalised support to help people with mental health symptoms to stay in or return to work. Easy to access, confidential and comes at no cost.

General advice

Seeking Employment

Choosing the Right Job

- Consider roles that match your skills, interests, and work preferences.
- Look for flexible working options if needed.
- Explore employment schemes designed for individuals with mental health conditions.
- Consider the reasonable adjustments required

Maintaining Employment

1. Tackling Stigma and Discrimination

- **Educate Yourself and Others:**
 - Familiarise yourself with your rights under the Equality Act 2010. Understanding what constitutes discrimination can empower you to respond appropriately.
 - Share reliable information with colleagues or managers to help reduce misconceptions about mental health.
 - Think of how you want to approach your disclosure by email or in person
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- **Build Confidence and Self-Advocacy Skills:**
 - Consider training or workshops in assertiveness and communication skills. These can help you confidently express your needs.
 - Role-play conversations about mental health or adjustments with a trusted friend, mentor, or support group.

2. Managing Mental Health Symptoms at Work

- **Plan Your Workday:**
 - Create a structured schedule that includes regular breaks. Short, planned pauses can help manage stress and prevent burnout.
 - Use tools like calendars or task management apps to organise your work and set realistic goals.
- **Communicate Your Needs:**
 - Discuss possible adjustments (like flexible hours or remote work options) with your employer or occupational health team. Even if you choose not to disclose your condition fully, you can ask for adjustments that benefit everyone.
 - Consider a trial period for any adjustments so both you and your employer can evaluate their effectiveness.
- **Self-Care Strategies:**
 - Incorporate stress-relief techniques such as mindfulness, deep breathing, or short walks into your day.
 - Keep a list of small, achievable tasks to maintain momentum, especially on days when symptoms may be more challenging.
 - Use available mental health services - linked below

3. Navigating Disclosure and Communication

- **Decide on the Timing and Extent:**
 - Reflect on whether, when, and how much to disclose. It may be helpful to consult with a mental health professional or trusted advisor to plan your approach.
 - Prepare a concise explanation of your needs and potential adjustments that can support your work performance.
- **Practice the Conversation:**
 - Rehearse what you want to say with someone you trust. This can help ease anxiety and ensure you cover important points.
 - Have supportive documents ready, such as a letter from a healthcare provider, which can lend clarity to your situation.
- **Know Your Rights:**
 - Remind yourself that you have legal protection against discrimination. Knowing your rights can provide reassurance during these conversations.

4. Supporting Job Performance and Career Progression

- **Set Realistic Goals:**
 - Break larger projects into smaller, manageable tasks. Celebrate small achievements to build confidence.
 - Regularly review your workload with your manager to ensure expectations remain realistic, especially during challenging periods.
- **Seek Continuous Feedback:**
 - Request regular check-ins with your supervisor to discuss performance, address concerns, and adjust expectations if necessary.
 - Consider mentoring or coaching services, which can help you navigate career challenges while managing your mental health.
- **Plan for Flexibility:**
 - If your symptoms fluctuate, plan ahead by discussing flexible working arrangements or temporary workload adjustments with your employer.

5. Managing Financial Pressures and Benefits Transitions

- **Plan Your Finances:**
 - If transitioning from benefits to employment, seek advice from a benefits advisor or financial counsellor who understands the nuances of working with a mental health condition.
 - Budget for any potential changes, such as costs associated with workplace adjustments or new commuting expenses.
- **Explore Funding for Adjustments:**
 - Look into funding schemes like Access to Work, which can provide financial support for workplace modifications or transportation needs.
 - Keep all receipts and documentation if applying for adjustments so that you can easily provide evidence if required.
- **Utilise Community Resources:**
 - Many local organisations and charities offer financial advice or support services specifically tailored to people transitioning into employment. Reach out to local mental health charities (some linked below) for guidance.

Disclosure

Approaching Disclosure Conversations

1. Deciding Whether to Disclose

- You are not legally required to disclose your mental health condition unless it affects your ability to perform essential job tasks.
- Disclosure can help you access workplace adjustments and support.

2. How to Disclose

- Choose a trusted person (e.g., line manager, HR representative).
- Be clear about your needs and how they affect your work.
- Bring supporting information, such as a letter from a healthcare professional.

3. Your Rights

- Under the **Equality Act 2010**, employers must not discriminate against you and must provide [reasonable adjustments](#).

Workplace adjustments

Through Employment Specialist Support

If you have access to an employment specialist such as through the Shaw Trust, they can help:

- **Identify Needs:** Assess how your condition affects work and what adjustments would help.
- **Liase with Employer:** Communicate with HR or management to implement workplace adjustments.
- **Monitor and Review:** Ensure adjustments remain effective and advocate for further support if needed.

Independently or Through Access to Work

If seeking adjustments yourself:

- **Assess Your Needs:** Consider what changes would help (e.g., flexible hours, remote work, quiet spaces).
- **Speak to Your Employer:** Request a meeting with your manager or HR, or an Occupational Health assessment if available, to discuss reasonable adjustments.
- **Use [Access to Work](#)** (government support scheme):
 - Apply online or by phone for an assessment.
 - Access funding for workplace adaptations, assistive technology or mental health support.
 - Share recommendations with your employer for implementation.

Regularly review adjustments to ensure they continue to meet your needs.

Visit ACAS for:

- Advice on [requesting reasonable adjustments](#) and [having a meeting with your employer](#)
- Advice on reasonable adjustments for [mental health](#)
- Advice on reasonable adjustments for [neurodiversity](#)

Related support services

Other employment services

[West London Individual Placement and Support](#)

The individual placement and support (IPS) service is a team of employment specialists who work on a one-to-one basis with people who've had mental health issues to find and take up paid work.

[Action West London](#)

Aim to help disadvantaged individuals change their lives through accessing Employment opportunities.

[Ingeus](#)

Ingeus employment services support unemployed people to get back into work. We also support people who are accessing psychological therapies and require employment advice.

[BEAM](#)

Beam empowers people affected by homelessness to improve their life by securing a new home and stable work. Clients are currently or recently homeless in the last 12 months, or at risk of homelessness.

[Catalyst Housing - employment and skills support programme](#)

Catalyst housing tenants can access support to gain employment and training through this scheme. Visit the Catalyst housing association website.

Christians against poverty (CAP) job clubs

Your local CAP job club is a friendly place where you will get practical help as you seek employment. It's a relaxed environment with the chance to meet other jobseekers, get support and gain the tools you need to find work.

Jobcentre Plus

Work coaches use a 'Health and work conversation' tool to help identify any extra support needs for clients with disabilities wanting to return to work.

If unsure of which services you wish to refer to, your work coach will be the best person to seek guidance from.

Love London Working

An employment support programme, helping unemployed London residents over the age of 16 into work.

National careers service

The service provides free confidential and impartial information, advice and guidance on learning, training, career choice, career development, job search and the labour market, delivered by qualified careers advisers.

The King's Trust

Helps young people (11-30 years old) to get into work, education and training.

Scope

Employment support services are designed for working-age disabled people.

Work Ealing

Work Ealing is an employment and support service run by Ealing Council for residents of Ealing. There are also many different employment programmes available that may be helpful and relevant to you.

Mental Health Support

Mind

<https://www.hfehmind.org.uk/>

Ealing Talking Therapies

<https://www.westlondon.nhs.uk/ealing-talking-therapies>

West London NHS Mental Health Services

<https://www.westlondon.nhs.uk/our-services/adult/mental-health-services>

Childcare

Ealing Family Information Service (FIS)

https://www.ealing.gov.uk/info/201022/childcare_and_early_years/838/family_information_service

Clothing support

[SmartWorks](#)

Help unemployed women to get the coaching, clothing and confidence they need to secure employment and change the trajectory of their lives.

[Dress for success](#)

Empower women to achieve economic independence by providing a network of support, professional attire and the development tools to help women thrive in work and in life.

[Suited and Booted](#)

Helps vulnerable, unemployed and low-income men into employment by providing interview clothing and interview advice. Requires referral from public agencies and charities (eg Jobcentre Plus, the NHS, Crisis and London Probation) when they have the offer of a job interview or work placement.

Carer support

Ealing Carers Partnership

<https://www.ealingcarerspartnership.org/>

Support available for carers

https://www.ealing.gov.uk/info/201084/caring_for_someone/850/what_support_is_there_for_carers

Ealing Carers Hub

<https://www.ealingcarers.org.uk/>

Other skills and training courses

Employability

[Learn Ealing - professional and employability courses](#)

[The Social Switch Project- Digital Skills & Employability Programme for 16-30 year olds](#)

Digital and computing

[Learn Ealing - Digital and Computing courses](#)

English and maths

[Learn Ealing - English for Speakers of Other Languages \(ESOL\), English and maths online courses](#)

Transport

Jobcentre Plus Travel Discount

<https://tfl.gov.uk/fares/free-and-discounted-travel/jobcentre-plus-travel-discount>