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| **Role profile:** |
| **Role title:**  Female\* Recovery Worker | **Reports to:** OWRS Manager  |
| **Team:** Oasis Women’s Recovery Service (OWRS) – East Sussex | **Salary:**  £22,500 per year FTE |
| **Hours:** 22.5 hours/3 days a week |
| **Contract type:** Fixed term contract until June 2022 with the possibility of extension. |
| **Purpose of the role:** Since 2016 Oasis Women’s Recovery Service (OWRS) has been delivering a range of recovery-focused activities and services to women in across East Sussex who have problems with drugs/alcohol. This role would be home-based working for now, with likely office-based and outreach work in the future. |

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| **Responsibilities:** |
| **Client Service Delivery** |
| * Manage a caseload of service users
* Be creative and innovative in delivery of a high quality, person centred recovery service provision
* Promote the rights and responsibilities of women, mapping barriers to support
* Recognise indicators of risk, safeguarding and harm
* Support individuals in reducing substance misuse and preventing relapse
* Support women with additional complexities such as past trauma, dual diagnosis and/or domestic violence
* Promote a successful recovery and further community engagement
* Support clients to access positive opportunities in work or training
* Make referrals or signpost clients to further support
* Attend/lead or share reports for partnership meetings where appropriate

**Adult and Child Safeguarding*** Be committed to the safeguarding of children and adults affected by substance misuse
* Be familiar with best safeguarding practice and procedures, making awareness of documentation pathways at Oasis a priority and taking appropriate action as necessary
* Maintain a good level of professional curiosity at all times
* Keep up to date with training
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| **Service commitment and accountability*** Contribute to service planning, delivery and evaluation
* Develop professional links with other agencies, utilising a corporate approach
* Engage in regular supervision
* Adhere to policy, procedures and guidance
* Comprehend and employ the core truths of Oasis project as a gender specific service with a trauma informed approach

**Values and Ethos*** Demonstrate commitment to the vision and values of Oasis and understand how your own behaviour and actions impact this
* Contribute to maintaining a culture of shared ownership and responsibility that supports Oasis in achieving its overall mission.
* Understand and commit to equality, diversity and inclusion best practice with a particular focus on hard to reach and marginalised women service users.
* Observe professional boundaries in relationships with service users, peers and other relevant professionals
* Participate in the continuous improvement of Oasis’ services

**Compliance*** Ensure that Oasis and its services are represented in a professional manner at all times
* Meet agreed performance targets and outcomes
* Use management information and data as appropriate
* Comply at all times with health and safety regulations
* Ensure risk assessments are completed as appropriate
* Take personal responsibility for own safety
* Comply with all relevant policy and procedure, standards and codes of conduct
* Meet all regulatory requirements
* Comply with Oasis’ policy and procedure particularly confidentiality and data protection guidance
* Use IT and data management systems to keep records up to date in line with agreed processes
* Undertake any other reasonable duties as requested by the line manager

**Communication and Relationships*** Provide information and raising awareness about substances, their use and effects on an individual basis and via facilitating collaborative group learning;
* Ensure a collaborative approach is used, ensuring effective communication within a multi-disciplinary team
* Contribute to the prevention and management of abusive, aggressive and challenging behaviour
* Work as an effective member of the team
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| **Problem Solving and analysis** |
| * Develop and disseminate information and advice about health and social well being
* Apply recognised theoretical models to enable individuals and groups to identify and explore concerns relating to their substance misuse
* Complete analysis at client referral, continually asses the client via the secondary stages of assessment, unique recovery planning and following up treatment outcome profiling
* Contribute proactively to the principle of continuous improvement by making positive suggestions and constructive feedback and helping with the implementation of agreed new ways of working
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| **Continuous Development** |
| * Reflect on and develop your practice
* Monitor own performance to ensure it meets expectations and agreed performance targets
* Make use of supervision opportunities, ensuring there is two-way dialogue
* Participate in training and other development opportunities
* Contribute to the development and knowledge of others by sharing your experience and skills
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| **PERSON SPECIFICATION** | **Essential or Desirable** |
| Experience of working within the substance misuse sector; and a proven track record of delivering structured interventions in line with agreed service targets and objectives in a flexible, creative way;  | Essential |
| Knowledge of the key issues women substance misusers face and a commitment to helping them access relevant support | Essential |
| Experience of working with women who have been victims of violence including sexual violence and exploitation | Essential |
| Proven verbal and written communication skills with excellent IT skills and experience of using data management systems | Essential |
| Ability to work effectively as part of a team as well as on own initiative | Essential |
| Resilient, empathetic attitude and work in a way that is reflective, adaptable and non-judgemental and adhere to professional boundaries at all times | Essential |
| Knowledge and experience of safeguarding procedures and responsibilities; confidentiality procedures and data protection guidelines | Essential |
| Experience running and facilitating groups and supervising volunteers | Essential |
| Be willing and able to travel across the county, including to remote areas  | Essential |
| NVQ3 in health and social care, or equivalent, or be willing to work towards this | Desirable |
| Experience of service user involvement and co-production | Desirable |
| Experience of providing community based support practices and of working in partnership with other agencies | Desirable |

***This role is only open to female applicants as being female is deemed to be a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.***

The post is subject to the satisfactory completion of a Disclosure and Barring Service (DBS - formerly CRB) check at an enhanced level. This job description accurately reflects the present position; it may be reviewed and amended but only after a proper period of consultation.