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| **Role profile:** |
| **Role title:**  Female\* Substance Misuse Recovery Worker | **Reports to:** Adult Services Manager  |
| **Team:** Adult Services | **Salary:**  £22,500 per year FTE |
| **Hours:** Full time (37.5 hours per week) |
| **Contract type:**  Permanent |
| **Purpose of the role:** To support the adult services team to deliver high quality substance misuse services to women including assessment, planning and reviewing integrated recovery programmes, education and promoting choice and independence throughout recovery |

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| **Responsibilities:** |
| **Client Service Delivery** |
| * Be creative and innovative in delivery of a high quality women centred service provision
* Promote the rights and responsibilities of women with substance misuse issues
* Carry out screening and referral assessment to identify and prioritise needs
* Develop, in conjunction with service users, flexible, realistic and person centred care plans within agreed service models
* Promote choice and independence, actively encourage service user involvement
* Support and encourage women to access and use services and facilities and signpost services including learning, training and development opportunities; housing and accommodation; and enabling individuals to administer their financial affairs
* Provide advice and information to women and their families regarding their support
* Recognise indicators of substance misuse including problematic use of alcohol, working to reducing risk of harm and encourage women to make informed choices
* Enable individuals to adopt safer practice associated with substance misuse
* Support individuals in reducing substance misuse
* Support women with substance misuse issues, including alcohol, in a range of difficult times, such as when distressed, at risk of harm, dealing with relationship problems
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| **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
* To keep up to date with training
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| **Service commitment and accountability*** Lead and contribute to the service delivery planning process of integrated programmes of care to achieve outcomes for women with substance misuse issues
* Manage a caseload of service users
* Make referrals, where necessary, to the appropriate organisations
* Develop professional links with other agencies, ensuring a corporate approach is adopted
* Engage in regular supervision
* Ensure adherence to evidence based practice and clinic guidelines

**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.
* Be aware of and commit to working in a way that is ‘trauma informed’ and recognise this approach as part of Oasis’ overall commitment to providing gender responsive services
* 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 databases 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
* Carry out testing and comprehensive assessment to identify alcohol and other substances
* 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 own practice
* Monitor your 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** |
| Proven track record of delivering agreed service targets in a flexible, creative way as well as being able to deliver structured interventions in the substance misuse sector | Essential |
| Knowledge of the key issues facing substance misusers, in particular female substance misusers and a commitment to helping women access relevant support  | Essential |
| Proven verbal and written communication skills with excellent IT skills and database inputting | Essential |
| Experience of providing community based support practices and of working in partnership with other agencies | Essential |
| Ability to work effectively as part of a team as well as on own initiative  | Essential |
| Resilient attitude and ability to work in a way that is reflective, adaptable and non-judgmental and adheres to professional boundaries at all times | Essential |
| Experience of managing a caseload of clients in line with agreed processes | Essential |
| Knowledge and experience of safeguarding procedures and processes, confidentiality procedures and data protection guidelines | Essential |
| Proven track record in managing incidents of aggression and challenging behaviour | Desirable |
| Social work qualification, Nursing RMN RGN or NVQ level 3 in health and social care | 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 - formally 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.