



Recovery Team Leader Application Pack

Salary: £36,675 FTE

Location: Brighton & Hove

Contract type: Permanent, Full Time

Hours: 37.5 hours

Application Link: <https://tinyurl.com/4szcdtzm>



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Introduction

Thank you for your interest in Oasis Project and the role of Recovery Team Leader. This pack will tell you a little about the organisation, the role, and how to apply.

- Please apply by sending a CV and covering letter via IRIS, our chosen recruitment platform using this link: <https://tinyurl.com/4szcdtzm>
- The closing date is Thursday 16thth April 2026 at 9am.
- Interviews will be held in person during the weeks commencing 20th or 27th April 2026.
- The interview process will involve a panel interview.

About Oasis Project

Oasis was founded in 1997 by a group of women with lived experience of drug and alcohol problems, who felt their needs were not met in mainstream treatment services. Over nearly 30 years we have built extensive experience of providing support for women in Brighton and Hove with a drug or alcohol problem and our adult services form part of the city's drug and alcohol treatment delivery system. Alongside this, we offer services for children and young people affected by parental substance use, including a creche and specialist therapy service.



Our services

The infographic features a stylized map of Brighton and East Sussex in yellow, with a dashed blue line representing a path. Red location pins are placed on the map. The background is green at the top and blue at the bottom. Various service descriptions are presented in white rounded rectangles, each associated with a specific location. The Oasis Project logo, featuring a rainbow and the text 'OASIS PROJECT Help for women, hope for everyone.', is located in the bottom right corner.

Brighton
Community Base, 113
Queens Road,
BN1 3XG

Young Oasis Therapy Service
Individual therapy for children/young people 5-18 affected by a parent or family member's substance misuse

Young Women's Therapy Service
Individual therapy for women 18-25 with experience of early trauma

Transitions Therapy Service
Individual therapy for young people 16-25 of all genders who are using drugs or alcohol

Partners in Change
Specialist case consultancy and input to benefit families affected by parental substance use delivered in partnership with children's services

Brighton
11 Richmond Place,
BN2 9NA

Adult Services
Structured substance misuse treatment for women 18+ seeking support around their drinking or drug use including 1-1 work, groups and specialist support for women with complex needs

Sex Worker's Outreach Project (SWOP)
Dedicated support service for women involved in the exchange of sex

Looking Forward
Specialist service for women who have had a child or children removed from their care

POCAR
Intensive 16-week program referred into by children's services to support parents around substance misuse and parenting

HOPE
Targeted keywork and group support including outreach for young people 18-25 who are new to drug/alcohol treatment

Brighton
Globe House,
3 Morely Street,
BN2 9RA

Creche
Free childcare for babies and children 0-11 whilst their parent/carer is accessing recovery treatment/support, plus 'stay and play' sessions

East Sussex
5 Harold Place, Hastings,
TN34 1JA

Oasis Family Recovery Service (OFRS)
Family friendly support for parents across East Sussex with current or historic experience of drug/alcohol misuse including groups and individual keywork

Young Oasis East Sussex
Individual therapy for children and young people in East Sussex 5-18 affected by a parent or family member's substance misuse

Brighton

St. Leonards

East Sussex

OASIS PROJECT
Help for women,
hope for everyone.

NB Oasis Project East Sussex Services are permanently closing on 31st March 2026

Working with Oasis Project

We value our staff and take their wellbeing seriously. Taking care of staff means remunerating them well for the work they do, and offering additional support and rewards alongside a monthly salary.

Employee Benefits



Employee Benefits

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Health and Wellbeing

- ▶ **Paid Time Off For Wellbeing**
 - A paid wellbeing hour per month to have some 'you time'.
 - An additional wellbeing hour in the month of your birthday.
- ▶ **Staff Lunches and Activities**
 - A yearly staff conference to learn, share and socialise.
 - Annual, paid festive celebration event.
 - Regular team treats such as wellbeing lunches and Summer picnics.
 - Free tea, coffee and refreshments.

Family Friendly Benefits

- ▶ **Life Assurance Cover**
 - Oasis works with YuLife to provide life assurance cover to the value of your annual salary. This means in the event of your death, your nominated individual will receive a one-off payment equivalent to your annual salary.
- ▶ **Flexible Working Patterns**
 - Flexible working hours.
 - Opportunities to work from home.
- ▶ **Maternity / shared parental leave**

Employee Assistance Programme with YuLife

- ▶ **SmartHealth**

Δ free 24/7 virtual GP service available to you all as well as your immediate family. In addition to the core GP service, SmartHealth also provides:

 - A private prescription service
 - Online health check and fitness check
 - Access to a nutritionist
- ▶ **YuMatter**

A 24/7 clinician-led Employee Assistance Programme accessible via phone, SMS and chat. YuMatter offers access to face to face counselling, CBT and online mindfulness and lifestyle coaching sessions. The support will include things like:

 - Being able to speak with mental health experts
 - Structured clinical counselling
 - Financial advice and support
 - Legal advice
 - Career coaching
 - Bereavement counselling

Training and Development

- ▶ **Support and Supervision**
 - Supervision with your line manager.
 - Externally facilitated clinical supervision for all front line staff and managers.
 - Peer-facilitated reflective practice session.
- ▶ **Development Opportunities**
 - Secondment and study support policies.
 - Continuous professional development
 - Funding for external training.

Annual Leave

- ▶ **Incremental Annual Leave**
 - 28 days a year exclusive of bank holidays (pro-rated for part time staff).
 - Increasing by 1 day each year after 2 years' service

Length of service	Annual leave per year in hours (exclusive of bank holidays)	Equivalent in days
0-24 months	210	28
25-36 months	217.5	29
37-48 months	225	30
49+ months	232.5	31

Pension

- A contributory pension scheme with Evolve Pensions. Employees contribute a minimum of 5% of salary (you can opt out) and Oasis will contribute 3% of salary.

Staff Recognition

- Our online Kudos recognition scheme to celebrate and encourage your team.
- An annual staff awards ceremony.

Yulife app

Where you can earn Yucoin, the currency of wellbeing, by taking part in healthy activities, such as walking and meditating, as well as compete against colleagues to top the leader-board. You can then exchange Yucoin for air miles and gift cards from brands like ASOS, Amazon, Tesco, Avios and many more.

PLUS:

- Relaxed dress code.
- We are a Brighton and Hove living wage employer.
- We hold an Investors in People Award and a Trauma-Informed Quality Marker in recognition of our support and development of staff.
- Menopause policies.
- Company sick pay scheme.





The Recruitment Process

At Oasis Project we are committed to providing the best possible recruitment experience, including working to remove barriers to equal opportunity at each stage of the recruitment process.

Our commitment to you is that:

- We will treat you in a polite, helpful and friendly manner at all times.
- Information that you provide will be treated as confidential and will be seen only by certain people involved in the recruitment process.
- We will ask you to complete an equal opportunities questionnaire – this information is only used for monitoring purposes.
- We will endeavor to make any reasonable adjustments to the interview process to enable you to fully participate
- We will communicate with you clearly, and as quickly as possible at each stage of the recruitment process
- As far as possible, we make it clear in the job advertisement when the interviews will be held.
- A decision will be made as soon as possible after interviews and you will be informed of the outcome
- Unsuccessful interviewees will be offered feedback.

Job Description

Role Summary	
Job Title:	Recovery Team Leader
Reports to:	Head of Services
Contract Type:	Permanent
Hours:	37.5 hours/week (full time)
Salary range:	£36,675
Team:	Adult Services (Recovery Team)
Location:	11 Richmond Place, Brighton
Span of responsibility:	Responsible for line management of Recovery Workers in the Recovery Team
Job Purpose	
<p>This is an exciting opportunity to make real impact in a leadership role for an established, award-winning, innovative voluntary sector organisation.</p> <p>The Recovery Team Leader will be an important part of Oasis' Management Team, providing motivational, collaborative and trauma-informed management and leadership to the Adult Services Recovery team.</p>	

The Team Leader will provide regular supervision, guidance and support to a team of Recovery Workers offering responsive and accessible, high quality treatment interventions to adult women experiencing problems with drugs and/or alcohol often alongside co-existing issues such as poor mental health, inadequate housing, domestic abuse and economic disadvantage.

The post-holder will have previous, proven experience of managing teams. The role requires flexibility in their response to the demands of the service, as well as a willingness to offer support and guidance to the wider Adult Services team. This role requires an empathetic and trauma-informed management approach keeping in mind the busy and demanding nature of the work undertaken by the Adult Services teams. The team leader will provide encouragement and support for staff in their professional development, as well as leading team meetings to ensure they are participative and effective and contribute to the overall development and performance of the service.

The Team Leader will work alongside the Head of Services and other Team Leaders to deliver effective partnership working with our contracting partner, CGL, and other provider organisations in the City. The Team Leader will be part of ensuring the service adheres to CQC requirements and best practice guidelines, and is meeting performance and quality assurance targets.

The Team Leader will have experience and expertise in safeguarding vulnerable adults and children and be familiar with local processes.

Key Relationships

Internal

- Chief Executive Officer and Senior Leadership Team
- Service Managers and Team Leaders
- Service delivery staff, students and volunteers
- Support services (HR, Finance, Administration, Communications)

External

- Clients, their families, and support networks
- Oasis Project partners and professional external colleagues
- Regulators and inspectors
- General public

This list is not exhaustive

Key Responsibilities

Management and Leadership

- Lead and motivate the adult services team, championing and maintaining a positive culture within the service.

- Provide supportive and empathetic leadership within the Adult Services Recovery Team, reflecting an accessible and collaborative approach to leading a team and modelling this approach to working with clients in recovery
- Show a proactive and positive approach to building a rapport with team members, reflecting authentic consistent leadership both with direct reports and the wider Adult Services team.
- Provide management support to Recovery Workers in the Adult Services Recovery team, to include effective monthly management supervision, target/objective setting, annual appraisal and support for training and development.
- Role model organisational values within the team and wider organisation, and to external partners.

Service Delivery and Performance

- Lead delivery of high quality drug and alcohol services within the Recovery Team, actively modelling best practice and engaging directly with clients where appropriate to strengthen delivery and learning.
- Ensure Recovery Team meets contractual requirements and agreed performance indicators.
- Oversee team performance monitoring and improvement
- Ensure accurate, high quality client data recording and timely reporting

Safeguarding and Health & Safety

- Providing leadership on safeguarding decision making and escalation for your team
- Contribute to delivery of Oasis' operational safeguarding practice in line with legislation, policy and protocol.
- Maintain high standards of health and safety within your team's operations

Communications

- Represent Oasis at key partner meetings including participation in MARAC and report back to the team as necessary
- Organise and facilitate team meetings - including a weekly risk management meeting and weekly Recovery team meeting
- Meet regularly with the Head of Services and other Team Leaders to ensure co-ordinated, effective management and delivery of Oasis' adult service
- Attend and participate in Oasis Managers' Forums

Compliance and Regulation

- Ensure Recovery Team service delivery is compliant with CQC regulatory requirements
- Ensure Recovery Team compliance with relevant legislation and organisational policies, contributing to policy development as required (e.g. safeguarding, equality, health & safety, data protection).
- Contribute to readiness for inspection, audit and assurance activity.

Values and Ethos

- Demonstrate commitment to the vision and values of Oasis Project and understand how individual behaviour contributes to a culture of shared responsibility and care.

- Commit to equality, diversity and inclusion best practice, with a particular focus on underserved and marginalised women service users.
- Work in a trauma-informed and gender-responsive way, recognising this approach as central to Oasis Project's service delivery.
- Observe professional boundaries in relationships with service users, colleagues and partner organisations.
- Contribute to the continuous improvement of Oasis Project services.

Personal and Professional Development

- Reflect on and develop own practice, making use of supervision and feedback.
- Monitor own performance to ensure it meets agreed expectations and performance objectives.
- Participate in training and other development opportunities.
- Share knowledge, skills and experience with colleagues as appropriate.

Other Responsibilities

- Attend training and comply with organisational policies and procedures.
- Contribute to organisational development as appropriate.
- Undertake any other duties reasonably required by the Chief Executive Officer, commensurate with the role.
- Work in accordance with Oasis Project policies at all times, particularly Health & Safety, Safeguarding, Equality and Diversity, Confidentiality and Data Protection (GDPR).
- Represent Oasis Project and its services in a professional and respectful manner at all times.

Person specification	Essential / Desirable
Qualifications / training	
Social Work Qualification, Nursing Registration (RMN,RGN), AND/OR at least 2 years' management experience in a Health and Social Care organisation	Essential
Evidence of professional/clinical knowledge gained through continuous professional development evidenced by further training/additional qualifications	Desirable
Experience	
Significant experience of working in a multi-disciplinary team and participating in multi-agency relationship building and working	Essential
Experience of managing a team of staff/volunteers, including provision of management supervision and appraisal and facilitation of team meetings.	Essential
Experience of working with women with multiple and compound needs, and knowledge of gender inequalities which affect women	Essential
Knowledge and experience of working with drug & alcohol treatment and recovery systems / services	Essential
Demonstrable experience of safeguarding children and vulnerable adults legislation and processes	Essential
Experience of delivering training and facilitating groups	Desirable
Experience of working in a trauma-informed way	Desirable
Knowledge and Skills	

Confident at taking responsibility for own behaviour and relationships with all partner organisations and stakeholders	Essential
Demonstrates respect, openness, clarity, approachability, responsiveness and confidence in all areas of communications	Essential
Has excellent IT skills and confidence at using MS Office	Essential
Is skilled at working successfully alongside others, showing proactive engagement, support for others, collaboration and openness	Essential
Is skilled at using creativity and innovation to solve problems and able to make critical decisions in a timely and considered manner	Essential
Is confident at managing risk	Essential
Values and Attitudes	
Possess a resilient attitude and work in a way that is reflective, adaptable and non-judgmental and adhere to professional boundaries at all times	Essential
Willingness and desire to work in a busy environment	Essential
Demonstrates an ongoing openness to learning	Essential
Strong commitment to equal opportunities and diversity	Essential
To be aware of best practice around confidentiality procedures and show clear understanding of data protection guidelines	Essential

Additional Information

- This post is subject to satisfactory completion of an enhanced DBS check.
- This role is restricted to female applicants as being female is a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.
- This Person Specification may be reviewed and amended following consultation.

Completing your application

To apply for this role, please submit your CV and a covering letter of no more than two sides (font size 11) via IRIS – our chosen recruitment platform. The link to apply is:

<https://tinyurl.com/4szcdtzm> . In your covering letter, please explain how your skills, experience and knowledge meet the requirements of the role. We encourage you to read the job description and person specification carefully and to structure your supporting statement clearly against the stated criteria.

Recruitment checks

References

We require two references. Referees will not be contacted without your prior consent, but two satisfactory references must be received before any offer of employment can be confirmed.

Where possible, please provide an email address for each referee, as this helps us to process references efficiently.

Eligibility to work in the UK

We require you to provide appropriate ID documentation that proves your eligibility to work in the UK or the appropriate share code to demonstrate settled status.

Occupational health check

You will be asked to complete an online medical questionnaire, via our occupational health providers. Our occupational health experts will confirm to Oasis Project your fitness to undertake the role, including if adjustments may be required, based on the information that you have disclosed.

Ex-offenders / Disclosure and Barring Service (DBS) Checks

All applicants are required to disclose details of any unspent convictions in accordance with the Rehabilitation of Offenders Act 1974. Any disclosure of an unspent conviction will not automatically disqualify your application unless the nature of the offence renders you unsuitable for the role. All such disclosures will be considered on an individual basis. Please consider this in your covering letter.

As your employment at Oasis will include working with vulnerable adults you will be required to undertake a DBS check.

We wish you success with your application.

