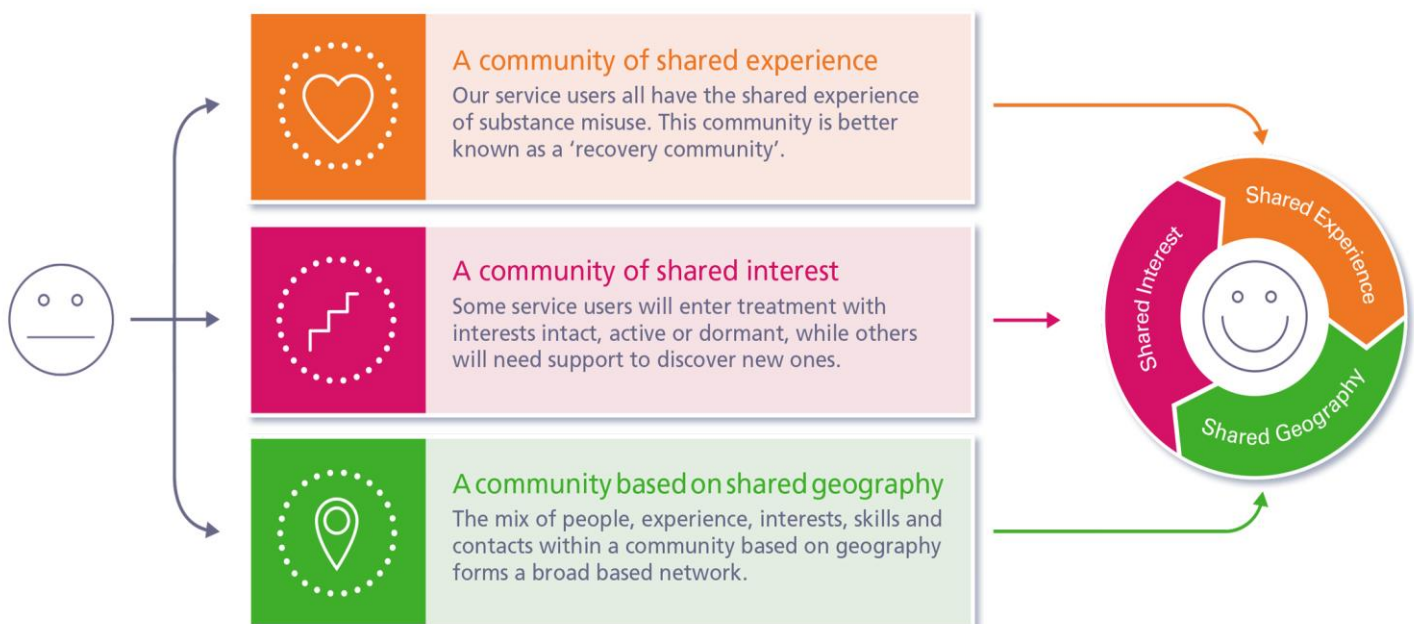


Recovery Worker Band D Employer – ADS

Aspire Drug and Alcohol Services are provided in partnership by Rotherham Doncaster and South Humber NHS Trust (RDaSH) and The Alcohol & Drug Service (ADS). We pride ourselves on being innovative and forward thinking and work closely with the recovery communities we serve to provide flexible, responsive services, which offer the best possible recovery outcomes for all our service users.

The Aspire Community Reintegration Model is based on the principle that everyone's recovery journey is individual to them and is related to their community, society, and aspirations. Sustaining a successful, fulfilling and independent life away from specialist services depends on support networks embedded in the wider community. Therefore, community reintegration is key to sustainable recovery.

Our approach takes the view that there are three things that the sense of community is based on:



The Aspire Partnership is committed to providing high quality, evidence-based recovery interventions and care. We are a learning partnership which promotes staff training, development and competence and values clinical governance, audit and research. We have an excellent track record of modernising services and managing complex change; of integrating provision in a range of health and social care services; a high level of service user and carer involvement in delivering services and a highly committed and motivated workforce.

JOB DESCRIPTION

JOB TITLE: Recovery Worker

REPORTS TO: Case Manager

BASE: In order to meet the needs of the service you will be required to work across multiple base points. ADS reserves the right to change your normal place of work to any other location within the service this may include any of the bases used by the service and agencies that it works in partnership with.

OBJECTIVES OF POST: To manage a caseload. To support the running of clinics across the service. To support the delivery of a specialist needle exchange.

MAIN RESPONSIBILITIES:

1. Principal accountabilities

<ul style="list-style-type: none"> Conduct risk/need assessments and implement risk management/care plans in line with policies and procedures.
<ul style="list-style-type: none"> Conduct risk/need reviews as per service user requirements
<ul style="list-style-type: none"> To devise, monitor, review and update recovery care plans within the service in line with that service users' needs/profile
<ul style="list-style-type: none"> Deliver care packages including, where appropriate, psychosocial and psychological interventions
<ul style="list-style-type: none"> Function as part of a multi-disciplinary team, contributing to team meetings as required.
<ul style="list-style-type: none"> Manage cases in line with a recovery focused model, utilizing 1-2-1 and group-work sessions as appropriate.
<ul style="list-style-type: none"> To effectively communicate across the service.
<ul style="list-style-type: none"> Undertake screening for Drug and Alcohol use.
<ul style="list-style-type: none"> To maintain and update accurate service user records in line with policies and procedures.
<ul style="list-style-type: none"> Liaise and work with other health and social care providers as required
<ul style="list-style-type: none"> To communicate concerns regarding service users' children and safeguarding concerns
<ul style="list-style-type: none"> Collate statistical information as required
<ul style="list-style-type: none"> To report as soon as practicable any incidents, complaints or grievances
<ul style="list-style-type: none"> Make recommendations regarding safeguarding referrals for Adults or Children
<ul style="list-style-type: none"> Take necessary precautions during times of lone working whilst adhering to policies and procedures
<ul style="list-style-type: none"> Positively promote the service

2. Safety

<ul style="list-style-type: none"> To ensure all possible steps are being taken to account for personal safety of both staff and service users during working hours and incidents reported within guidelines.
<ul style="list-style-type: none"> To make the line manager aware of any potential difficulties in the area of personal safety.
<ul style="list-style-type: none"> Adhere to all Alcohol & Drug Service Health and Safety policies and procedures and ensure their own safety and the safety of colleagues and service users
<ul style="list-style-type: none"> To be aware of the need for security and regard to locking windows, doors etc. and prompt reporting of any works/repairs to the line manager

3. Supervision and Training

<ul style="list-style-type: none"> Keep personally up to date with developments and new initiatives within substance misuse
<ul style="list-style-type: none"> Participate in regular supervision sessions with the line manager
<ul style="list-style-type: none"> To participate in the appraisal process and work with the line manager to develop a personal training and development plan.
<ul style="list-style-type: none"> Attend and participate in training sessions as required both as trainer and trainee.
<ul style="list-style-type: none"> Provide an effective learning environment for all learners

4. Safeguarding

The Alcohol & Drug Service is committed to safeguarding and promoting the welfare of children, young people (anyone under the age of 18) and adults. It expects all staff, volunteers and students to share this commitment and act in such a way that safeguards and promotes the health and well-being of children, young people and adults.

Staff must ensure that they are familiar with the signs and symptoms of abuse and know what to do if any such concerns are raised.

Staff are expected to follow the safeguarding children and safeguarding adult policies and participate in related mandatory/statutory training.

5. General

<ul style="list-style-type: none"> Assist in the development of new initiatives and new ways of working to promote the best services for substance users.
<ul style="list-style-type: none"> Adhere to the Alcohol & Drug Service Equal Opportunities Policy with regard to both staff and service users of the Alcohol & Drug Service.
<ul style="list-style-type: none"> To undertake any duties under the direction of the line manager and or supervisor
<ul style="list-style-type: none"> Maintain professional registration in line with regulations

6. Dimensions

Responsibility for Staff

To support the effective performance of the team, through coaching and mentoring of Trainees and mentors whilst adhering to current legislation and evidenced based practice.

Responsibility for Service Users

To support positive change in service users with a history of problematic substance misuse.

Responsibility for Budgets

None

Responsibility for Reputation Management

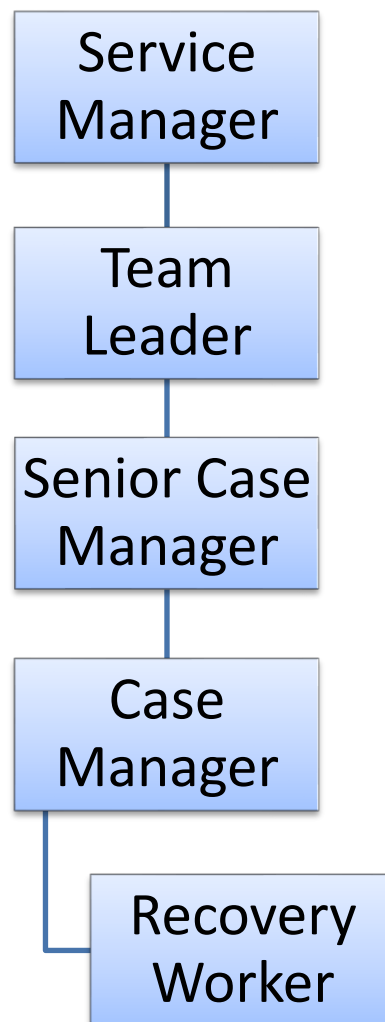
To ensure the service is highly regarded by internal and external service users.

7. Decision making

These decisions should relate specifically to the principal accountabilities.

- Professional decisions about the service users' requirements
- Make recommendations in relation to risks.

ORGANISATIONAL CHART



EMPLOYEE SPECIFICATION

Requirements	Essential	Desirable
Educational and Training	<ul style="list-style-type: none"> • Relevant experience in the Substance Misuse field • Level 3 in Tackling Substance Misuse or Health and Social Care or equivalent • Microsoft Office including outlook, word and excel 	<ul style="list-style-type: none"> • A willingness to undertake personal development
Knowledge and Experience	<ul style="list-style-type: none"> • Knowledge of substances and their effects • Understanding of the recovery movement • Understanding issues facing substance misusers including social care, welfare benefits, health and accommodation • Knowledge of therapeutic interventions that can be used when working with service users, • Knowledge and understanding for confidentiality and sensitivity in dealing with the public and service user information. • Experience of a multi-disciplinary team • Knowledge of Safeguarding Adults and Children principles and application in practice 	<ul style="list-style-type: none"> • Knowledge of working within a healthcare / substance misuse service. • Knowledge and understanding of electronic operating systems e.g., systemOne. • Understanding of case note and report writing. • Awareness of equal opportunities issues and understanding of how they integrate with service provision. • Knowledge of mental health issues • Understanding of clinical management and medical interventions
Skills and abilities	<ul style="list-style-type: none"> • Ability to carry out assessments. • The ability to perform as a key team member and understand team dynamics. • Ability to liaise effectively with others. • Communicate confidently and effectively, verbally and in writing. • Flexible attitude and the ability to respond to service users' needs. 	<ul style="list-style-type: none"> • Ability to reflect on and develop practice. • Ability to manage a caseload

	<ul style="list-style-type: none"> • Working to a high level of accuracy paying particular attention to detail and meeting deadlines • Ability to deal calmly with emotionally upset, aggressive or angry service users. • Establish good working relationships with colleagues, service users and partners 	
Personal qualities	<ul style="list-style-type: none"> • Maintain professional boundaries. • Enthusiasm and motivation • Time management, organised. • Excellent communication skills • Conscientious and reliable • Team Worker • Flexibility • Good organisational skills • Confidence • Ability to use initiative, experience and take responsibility. • Ability to travel within the geographical area in a timely and effective manner 	<ul style="list-style-type: none"> • Innovative and imaginative

CONDITIONS OF SERVICE

Salary

Band D

Annual Holiday

29 days per annum, rising to 31 after 2 years' service and 34 after 5; plus, Public Holidays.

Life Assurance

Life assurance of 2 x annual salary

Pension Scheme

On joining ADS employees will be issued with a pension pack detailing the terms and conditions of the scheme. The most up to date policy can be found on the ADS intranet.

Employee Health Benefit Scheme

Non-contributory employee health benefit scheme.

The scheme includes free cover for up to 4 children under the age of 24.

Immunisations and Vaccinations

ADS recommends and offers the post holder Hepatitis B, Mantoux (Tuberculosis screening), Mumps, Measles and Rubella (MMR) immunisations and vaccinations.

Visual Display Unit (VDU) User

This post has been designated as a non-VDU user post.

This post is designated an agile worker.

Note: This job description covers the main duties and responsibilities of the job. Other activities commensurate with their job description may from time to time be undertaken by the post holder.