

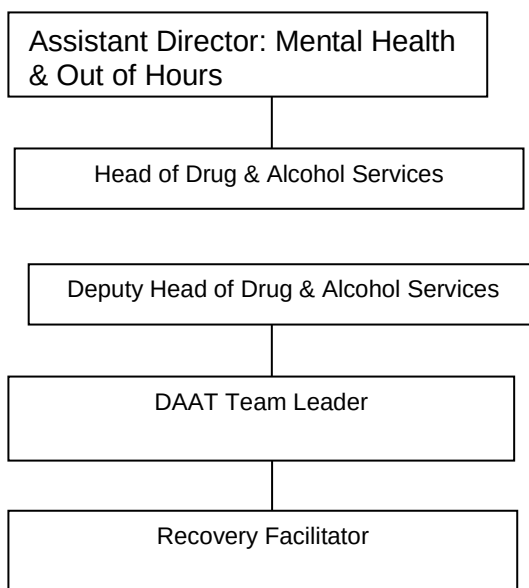
JOB DESCRIPTION

Job Title:	Recovery Facilitator		
Directorate:	People	Salary:	£30,024 - £35,412 plus £729 LWA
Section:	DAAT Team	Grade:	BG-H SCP15 - 24
Location:	New Hope	Work Style:	Fixed

Key Objectives of the role

- To complete comprehensive assessments and risk assessments as required in respect of adults and young people who present to New Hope with substance misuse issues.
- To complete reviews in respect of recovery plans and identify progress against agreed outcomes in respect of adults and young people using substance misuse services in Bracknell.
- To deliver a full range of substance misuse interventions to support adults and young people to recover from their addictions.
- To liaise with partner agencies such criminal justice agencies, schools and health professionals and obtain information about individuals to be used to ensure that a holistic approach is taken. To attend multi professional meetings as required.
- To deliver a full range of interventions on a one-to-one basis and in group settings and provide harm reduction advice and information to adults and young people entering treatment.

Designation of post and position within departmental structure



Daily and monthly responsibilities

- To complete screening forms for adults or young people who present to treatment services as required and harm reduction advice and information.
- To complete comprehensive assessments which will be used to develop recovery plans and complete a start Treatment Outcome Profile's (TOP's) or a Young Persons Outcomes Record (YPOR) for each person entering treatment.
- To undertake a full risk assessment and develop risk management plans as required which will be aimed at promoting the safety and security of the individual, staff within services and members of the public and to regularly review risk.
- To liaise with partner agencies such criminal justice agencies, schools and health professionals and obtain information about individuals to be used to ensure that a holistic approach is taken. To attend multi professional meetings as required.
- To deliver a full range of interventions on a one-to-one basis and in group settings and provide harm reduction advice and information to adults and young people entering treatment.
- To manage an agreed caseload of adults and young people with a range of needs.
- To undertake care plan reviews on a quarterly basis and complete TOP's or YPOR's for each adult or young person on the caseload.
- To provide advice, information, and support, including one to one or group support to the family/carers and friends of people who misuse drugs and/or alcohol.
- To deliver educational sessions in schools and provide training as required by senior managers to partner agencies.
- To undertake drug tests as required and support the prescribing clinics.
- The support people to access residential rehabilitation as required.
- To accurately record details of the people attending the services in a timely way.
- To enter confidential data into both local and national data systems on the people using drug and alcohol services.

Scope of role

To ensure that high quality Substance Misuse recovery services are provided to people who live in Bracknell Forest.

There is no budget responsibility

Commitment to the Council's Equal Opportunities policy at all times

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at times

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only

PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
Skills and qualifications	NVQ 2/3 in Health & Social Care or Equivalent Experience of Working in a Social Care environment Educated to GCSE level or equivalent, including English and Maths	Motivational Interview Training Cognitive Behaviour Therapy Training
Competence Summary (Knowledge, abilities, skills, experience)	Understanding of and commitment to the requirements of safeguarding children, young people, vulnerable adults and promoting their welfare IT literate and competent in use of Word, Excel and In-house systems LAS, Smart Office Previous experience of undertaking comprehensive assessments, risk assessment and developing and reviewing recovery plans within the substance misuse field Ability and experience to deliver substance misuse interventions both office based and out in the wider community Awareness of the importance of confidentiality Knowledge and understanding of anti-discriminatory practice. Effective time management and attention to detail. Ability to work in a pressured environment.	Knowledge of substance misuse and the impact of it on communities A knowledge of the criminal justice system in respect of adults and young people. Experience of working with young people
Work-related Personal Requirements	A flexible approach at all times. Ability to work effectively within a team and to work using own initiative without supervision. Able to work within a busy and demanding environment. Maintain a professional attitude at all times.	

	Ability to communicate effectively with staff and the public.	
	Ability to work in a non-discriminatory way and within equal opportunities framework.	
	Ability to facilitate change and work with others	
Other Work Requirements	Prepared to undertake training essential to carry out tasks required.	Full driving licence and access to a car
	A satisfactory enhanced Disclosure and Barring Service Check.	
	This post is exempt from the Rehabilitation of Offenders Act 1974	
	The ability to converse easily in spoken English, explain complex or technical information to members of the public and respond effectively to detailed of complex questions for an extended period of time.	
	The ability to attend meetings outside of core working hours and represent the DAAT.	
Role models and demonstrates the Council's values and behaviours	Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our residents and engage with our communities.	
	We make our values real by demonstrating them in how we behave every day.	

All staff should hold a duty and commitment to observing the Council's Equality & Dignity at Work policy at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.



EMPLOYER RECOGNITION SCHEME

SILVER AWARD 2024
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