

## Job Description

<b>Service</b>	<b>Catalyst in partnership with i-access</b>
<b>Job Title</b>	<b>Drug and Alcohol Worker</b>
<b>Reports to</b>	<b>Senior Drug and Alcohol Worker</b>
<b>Location</b>	<b>Family Safeguarding Quadrant</b>
<b>Salary</b>	<b>£26,000+</b>
<b>Organisation</b>	Catalyst is a non-profit organisation working with people who are dealing with issues stemming from drug and alcohol misuse and mental health. We believe in peoples' ability to change and are proud of our non-judgmental ethos.
<b>Purpose of Job</b>	<p>The Family Safeguarding Recovery Worker posts will be part of the i-access integrated substance misuse service which is delivered by Catalyst and Surrey and Borders Partnership NHS Trust (SABP) in partnership.</p> <p>The post holder will be based in the Family Safeguarding Quadrant teams but will remain part of and will link in closely with the wider i-access service.</p> <p>The post holder will provide brief advice and education for problematic/ harmful drinkers, people with problematic drug use not in treatment, and will support those who meet the criteria to engage in structured treatment as provided by i-access the County-wide substance misuse service. The focus of all interventions will be:</p> <ul style="list-style-type: none"> <li>• To reduce drug and alcohol related harm to the individual and wider family</li> <li>• To provide advice and education to parents who use substances re the effects parental substance use can have on children.</li> <li>• To work in line with Surrey County Council children's safeguarding policies and procedures, understanding that wellbeing of children is always paramount.</li> <li>• To promote healthier lives, wellbeing and active citizenship</li> <li>• To promote and support individuals into both abstinence based and medically assisted forms of recovery</li> <li>• To contribute to effective case management and coordination covering areas of risk, problematic behaviour, housing, social functioning, employability, psychological and physical health</li> <li>• To promote carer, service user and community involvement</li> <li>• To use evidenced based interventions based on best practice guidelines</li> <li>• To contribute to the overall performance of the integrated service to</li> </ul>

	ensure that contractual output targets are achieved.
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**Key Activities:**

- To work as member of a multidisciplinary team in partnership to deliver appropriate interventions for parents who use substances
- To promote anti-discriminatory practice, and challenge prejudice and stigma associated with substance use in a professional manner.
- To deliver overdose prevention training.
- To provide harm reduction advice, information and support to reduce drug and alcohol related deaths and blood-borne virus infections, with an emphasis on safer drug and alcohol use, safer sex, and reduction of HIV, Hep B, Hep C infection.
- To engage with dependent alcohol users, high-risk drinkers with complex needs, and problematic drug users, and facilitate access to assessment, treatment and recovery options in the community hubs.
- To conduct assessments, risk assessments and co-produce care plans and reviews with clients.
- To proactively re-engage service users who are at risk, have dropped out of treatment and recovery activities by undertaking home and community visits, and using motivational techniques to bring people back into treatment.
- To provide one-to-one sessions using evidence based motivational and structured psycho-social interventions to engage and re-engage people into treatment and recovery.
- To facilitate, co-ordinate and run a group programme for parents who use substances
- To co-facilitate other treatment groups with i-access staff.
- To actively promote and support peer recovery and activities
- To use SystemOne to input information and notes to update any changes in needs, risk assessments, goals and care to facilitate the development of personal support with clients.
- To signpost and make appropriate onwards referrals with consent to meet needs not addressed by the integrated service.
- To provide continuity throughout recovery, for example engaging with a person from a point of crisis, engaging the client with Safe Haven, accessing CMHRS, providing support for those engaged with and leaving CMHRS as well as linking into local wellbeing services and activities.
- To liaise with non-statutory agencies, GPs, mental health services, social care and other appropriate stake holders.
- To maintain high standards, ensuring client records are regularly updated and maintained both electronically and paper copies (where appropriate).
- To accept responsibility for own personal safety by working to Service policy and procedures.
- To attend staff meetings, appraisal, supervision and training events as required.
- To transport clients following risk assessment to appropriate appointments
- To work within Catalyst's policies and procedures at all times, and stated partnership policies and procedures, paying particular attention to confidentiality, consent, information sharing, safeguarding and, health and safety.

- To carry out any other duties which are reasonably required by Catalyst.
- To record and input client data and information in order that the service operates within contractual, administrative and financial requirements.

### Person Specification

	Essential	Desired
<b>Qualifications and experience</b>		
A diploma or degree in appropriate subject i.e. counselling, psychology, social work, probation, mental health, Health and Social Care (level 3) NVQ's level 3+ or DANOS level 3 <b>and/or</b> a minimum of 2 years community experience of drug, alcohol, mental health work	✓	
<b>Registration</b>		
If holding a professional qualification to maintain up-to-date professional registration i.e. BACP, HCP, BPS (or recognised equivalent)		✓
<b>General</b>		
A full driving licence and insurance for business use including transporting clients.	✓	
Ability to work flexibly across operational hours and evenings and weekends, where required	✓	
To work co-operatively as part of a multidisciplinary team (statutory and voluntary) from a service quadrant in one of 4 locations and to travel to and from a number of different locations on a daily basis.	✓	
<b>Knowledge and skills</b>		
An understanding and ability to work to the confidentiality, consent, information sharing and safeguarding policies of the integrated service.	✓	
Comprehensive knowledge of children and adult safeguarding policy and practice	✓	
Knowledge of the impact of substance misuse on children and importance of resilience factors	✓	
Good communication and written skills and a commitment to accurate and confidential record keeping	✓	
Ability to interact effectively with the client group, colleagues and other professionals whilst retaining clear boundaries.	✓	
An understanding of harm reduction, recovery, and evidence based interventions for services users with problematic drug use and/or alcohol dependency.	✓	
Experience of facilitating or co-facilitating group work.	✓	

### Person Specification

Knowledge and understanding of community working, lone working, and ability to maintain safety whilst working in the community.	✓	
Ability to work to all the policies, procedures and standards of the Service and joint working arrangements with key partners.	✓	
A good understanding of personal limitations, ability to identify when to seek advice and support, and deal with issues which may provoke strong emotions in an objective and professional manner i.e. child protection.	✓	
Ability to manage any challenging behaviour, anger and verbal aggression from clients.	✓	
<b>Information Technology</b>		
Manual dexterity to use computer keyboard and mouse.	✓	
Proficient in Microsoft Word, use of email, Outlook, and basic excel skills.	✓	
Ability to enter data onto a database as required by the Service and Commissioners.	✓	

#### Equal Opportunities Statement

We acknowledge the unique contribution that all Catalyst employees and clients can bring to our organisation in terms of their culture, race, gender, sexual orientation, gender reassignment, marital status, nationality, age, religion or belief and any physical disability or history of mental health or additional problems.

All appointments and promotions are based on merit and no job applicant or employee will be treated unfairly or discriminated against. All staff have equal access to staff development.

Any member of staff who breaches this policy may be subject of grievance and/or disciplinary procedures.

**This post is subject to the Disclosure and Barring Service (DBS) check at an enhanced level. Please note past drug and/or alcohol or criminality history will not necessarily discount you from undertaking this role.**

Amendments: This job description accurately reflects the present position; it may be amended and reviewed. Any change will be made following a period of consultation.