

JOB DESCRIPTION

Job title	Senior Recovery Worker
Department	Substance Misuse
Reports to	Team Leader
Grade	Grade 3

Job purpose	To assist in delivering TP's Substance Misuse strategy which reflects our person centred values and the high levels of ambition we have both for the recovery of the individuals for whom we provide support and the development of our own staff by leading, developing and co-ordinating a team of Recovery and Support Workers to ensure the delivery of high quality, innovative care.
Key accountabilities	<p>Ensure you and your team work flexibly in a variety of settings, creating care and support plans that meet the needs of the service and clients in accordance with the recovery agenda, by:-</p> <ul style="list-style-type: none"> + Developing strength-based recovery plans with individuals that are; comprehensive, person-centred and individualised based on a clear assessment of that individual's needs and circumstances. + Involving individuals and their family/advocates in the planning of the individual's care. + Completing accurate, person-centred and individualised risk assessments. + Reflecting the structure and aims of SM's Models of Psychosocial Interventions. <p>Ensure you and your team deliver excellent person-centred interventions with individuals for whom we provide support within the Service in accordance with recovery plans you have created by:-</p> <ul style="list-style-type: none"> + Holding frequent key work sessions. + Regularly reviewing and, where required, updating comprehensive assessment and risk assessments. + Providing person-centred care that reflects the rights, preferences and choices of individuals in an environment that is safe, healthy and maintains the individual's dignity and well-being. + Administering prescriptions in accordance with stated policy and procedure and the client's needs. + Providing an environment that is free from abuse or neglect, observing agreed safeguarding practices. + Identifying and promoting appropriate opportunities for individuals to engage with their community (e.g. Employment, Training and Education, volunteering etc) + Reviewing and monitoring the individual's recovery through regular recovery plan reviews that ensure continued relevance of interventions. + Engaging in regular 1-2-1 supervision and clinical team meetings <p>Ensure that the agreed quality objectives are met by prioritising, planning and organising own workload and creating and implementing caseload plans you agree with your team.</p> <p>Contribute to effective financial management in your own service by ensuring you and your team members carry out day to day activities and make workplace decisions that reflect an understanding of costs.</p> <p>Contribute to SM's growth and business development plans by ensuring you</p>

	and your team members are advocates for Turning Point to clients, their families, stakeholders and other external contacts and partners through delivering on commitments and presenting TP in a positive image.
	Ensure you and your team observe Turning Point's information management strategy by;- <ul style="list-style-type: none"> ✚ Ensuring all data and information relating to clients is accurate and shared in the appropriate way with key stakeholders. ✚ Inputting outcomes data and other information into corporate systems in accordance with stated policies and procedures.
	Ensure you and your team carry out day to day tasks in accordance with stated policies, procedures and regulations to assist the service achieve its compliance obligations.
	Ensure the effective flow of information within the team, with managers and external parties by passing on and seeking information required, raising unresolved concerns and taking an active interest in TP's internal communications.
	Ensure you and your team delivers high levels of performance through its people in a way that realises their potential, by;- <ul style="list-style-type: none"> ✚ Delivering on your own role performance commitments and seek to maximise own learning and potential, by seeking guidance, support, coaching and training and capitalising on the range of development opportunities provided by Turning Point in accordance with your Skill Profile. ✚ Providing effective induction, coaching, development, leadership, motivation and performance management of your direct reports.
	Help the service to optimise its performance and long term sustainability by contributing to plans for the management of IT, facilities and other physical resources that support the achievement of the Service plan.
	Project the desired image of Turning Point by;- <ul style="list-style-type: none"> ✚ Understanding and promoting TP's values and their application to Substance Misuse. ✚ Being a role model of the values through own example while ensuring they are demonstrated by the staff in your team.
	Undertake any other duties within your capabilities that are relevant to the job and reasonably requested of you by your manager including those related to specific interventions and service outcomes: <ul style="list-style-type: none"> ✚ EITHER Engagement and early intervention ✚ OR Recovery ✚ OR Criminal Justice ✚ OR Young People

Dimensions	Direct reports	2 – 5(maximum depends on service size).
	Total staff overseen	2 – 5(max depends on service size).
	Internal contacts	Operations Manager, Team Leader. Staff in the team – daily/weekly for issues relating to service delivery, guidance and support.
	External contacts	Advocacy services/service user feedback (forums) – discuss ethical issues regarding service users.
	Planning horizon	Weekly/monthly planning of staff deployment and caseloads.

	Problems solved	Ensuring self and direct reports work collaboratively with clinical and medical staff for the benefit of service users. Ensuring decisions made personally and by those by team staff balance operational/technical considerations.
	Financial authority	To be mindful of executing duties within reasonable financial means.

PERSON SPECIFICATION

Job title Substance Misuse Senior Recovery Worker

Personal effectiveness	Essential	Desirable
	<ul style="list-style-type: none"> <li data-bbox="483 439 946 678">✚ Commitment to customer service (demonstrating, and promoting within the team, empathy with clients and the need to work collaboratively with them to understand and help to meet their needs). <li data-bbox="483 685 946 965">✚ Effective communication (establishing rapport with others, listening effectively, handling challenging situations with clients, communicating confidently with direct reports, colleagues, managers and medical professionals). <li data-bbox="483 972 946 1252">✚ Delivering positive outcomes (planning own time to deliver defined outcomes, modelling personal accountability, planning and monitoring own and others' caseload plans to ensure interventions are on track and remain valid). <li data-bbox="483 1258 946 1498">✚ Building relationships (embodying person-centred approach to empowering clients and direct reports, engaging others in identifying and committing to solutions and outcomes, building trust with service users). <li data-bbox="483 1505 946 1671">✚ Collaborating with others (working flexibly, supporting and challenging colleagues to create plans that meet client and business needs). 	<ul style="list-style-type: none"> <li data-bbox="978 439 1433 712">✚ Showing personal leadership (demonstrating confidence and decision making, using professional judgment to make decisions personally and for the benefit of direct reports within agreed policy guidelines and without the need for supervision). <li data-bbox="978 719 1433 857">✚ Innovation (capacity and willingness to suggest new ways of doing things for the benefit of clients and the business). <li data-bbox="978 864 1433 1032">✚ Tenacity (ability to operate an environment characterised by challenging interpersonal situations, ability to respond purposefully to setbacks).

	Essential	Desirable
Technical effectiveness	<ul style="list-style-type: none"> ✚ Substance misuse appreciation (drug and alcohol awareness). ✚ Substance misuse harm reduction, assessment and care/recovery planning skills. ✚ Client risk management and safeguarding knowledge and skills. ✚ Advanced substance misuse recovery skills such as PSIs, motivational interviewing etc 	<ul style="list-style-type: none"> ✚ Knowledge of local care pathways pertinent to the provision of substance misuse services. ✚ Coaching and staff development/supervision skills. ✚ Caseload planning skills. ✚ Knowledge & experience in the following areas in accordance with the service model: <ul style="list-style-type: none"> ○ EITHER Engagement and Early Intervention ○ OR Recovery ○ OR Criminal Justice ○ OR Young People
Acquired experience & qualifications	<ul style="list-style-type: none"> ✚ Experience of planning and providing harm reduction and recovery solutions in a substance misuse environment. ✚ Experience in guiding and taking referrals from more junior members of staff. 	<ul style="list-style-type: none"> ✚ Experience of delivering more advanced recovery solutions such as PSIs, motivational interviewing etc. ✚ Experience of providing coaching and/or supervision to others. ✚ Experience in contributing to case and caseload planning.
Other requirements	<ul style="list-style-type: none"> ✚ Willingness to work flexibly in order to deliver required care solutions to clients in agreement with team leader. 	