

Advanced Recovery Practitioner: Trainer

Role Expectations



PEOPLE:

- Working as part of a team with colleagues
- Actively participate in internal and external meetings
- Act as a point of contact for training and development
- Support with inducting new colleagues
- Facilitate induction sessions for new team members
- Facilitate mandatory training for team members
- Provide coaching, support and monitoring to team members
- Support the competency training review and sign off
- Facilitate training needs at a local level in conjunction with Learning and Organisation Development
- Ensure all learning records are kept up to date on Explore within a timely manner
- Support with the facilitation of drug and alcohol related training to external partner agencies

PROCESS:

- Contribute to regular National Training and Practice Lead Forums
- Maintain effective links with Learning and Organisation Development
- Support relevant review and audit activities
- Support relevant quality and service development and improvement activities
- Support Team Managers and Team Leaders with PIPs where there is a training need identified as part of this process
- Respond appropriately to local training needs, liaising with Central colleagues and in conjunction with L&OD
- Respond appropriately to partnership training needs
- Support the ongoing evaluation of training interventions using the learning cycle with L&OD
- Identify areas for regional or national learning and share at National Forum with wider colleagues
- Use, feedback and contribute content to the centralised Learning and Organisational Development Training library on Teams
- Identify practice issues through audit
- Review practice through evaluation of training interventions
- Developing training resources in your area of expertise for use by other members of your team.

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Role Profile *Delivering specialist high-quality person-centered Substance Use & health and wellbeing interventions*

WHAT I AM ACCOUNTABLE FOR:

- The delivery of high quality, effective and responsive local training to identified teams
- The delivery of high quality, effective and responsive local training to external partner agencies
- Identify and monitor local needs in relation to internal and external training and practice – and respond appropriately
- The delivery of high quality, effective and supportive mentoring and coaching activities for those within their probationary period
- Adhering to internal compliance, governance and relevant frameworks
- Adhering to organisational policies and procedures
- Attend update meetings, forums and other developmental work to reflect on practice and share with colleagues
- Recognising and responding to practice that puts staff and individuals at risk
- Supporting equality, diversity and inclusion and developing awareness across teams
- Maintaining a robust understanding and awareness of safeguarding children and adults

HOW I OPERATE:

Values Led Leadership

- I maintain a compassionate, can-do approach that supports making a difference in people's lives;
- I promote a culture of continual improvement through taking part in reflective practice, learning and effective teamwork;
- I instil confidence in all partners/stakeholders by presenting a professional image;
- I work together with others to get the best possible outcomes;
- I put the people we support at the heart of everything I do;
- I treat others with respect, actively listen and embrace others points of view;
- I maintain professional boundaries and present a professional image at all times;
- I actively seek opportunities to develop myself;

WHAT I NEED:

Skills\Knowledge

- Good written & verbal communication skills
- Training Qualification
- Knowledge of IT / digital systems
- Understanding of the Health & Social Care sector
- Knowledge, skills and experience of design and delivery of effective learning opportunities
- Knowledge, skills and experience relating to coaching and mentoring