

Role Description

Job title	Recovery Support Volunteer
Sector/Function	SM
Department	Drug & Alcohol Wellbeing Service
Reports to	Coordinator/ Wellbeing Worker

Role purpose	<p>To enable service users with individual needs to improve their lives within the community. To promote independence, wellbeing and health life choices among service users, working as part of a team supporting those with substance misuse issues.</p> <p>To undertake tasks and training which make up a individual volunteer placement which is rewarding and provides new skills and perspectives</p>
Key tasks, not an exhaustive list	<p>Service Users</p> <p>To support service users by:</p> <ul style="list-style-type: none"> • Promoting people's rights and responsibilities • Working as an effective team member • Providing advice and information to service users and others where appropriate • Delivering agreed support packages to agreed standard • Ensuring that record keeping is maintained to the required standard and contributing to service monitoring requirements <p>Empathy and Support</p> <p>To provide empathy and support to service users by:</p> <ul style="list-style-type: none"> • Recognising indicators of substance misuse and make appropriate assessments • Enabling individuals to adopt safe practices around substance misuse • Supporting individuals when they are misusing substances ensuring that your actions are consistent with agreed role and turning point policies and procedures • Supporting individuals reducing or abstaining from substance use • Providing advice and guidance around health promotion and harm reduction in relation to substance use <p>Testing</p> <ul style="list-style-type: none"> • Gaining consent and undertaking biological samples for testing purposes <p>Customer Service</p> <ul style="list-style-type: none"> • To provide high levels of customer service with stakeholders and maintaining a safe environment for individuals in line with turning point health and safety procedures <p>Professional development</p> <ul style="list-style-type: none"> • Developing on understanding of theoretical models to support individuals to address concerns around substance use • Undertake further training and development as required • Participating in open two-way dialogue during 1-1 Support Meetings in which tasks and development objectives are agreed and identifying any training needs • Participating in training and other development opportunities as agreed within the 1-1 Support Meeting

	<p>Compliance</p> <p>To ensure compliance with internal and external standards and codes of conduct by:</p> <ul style="list-style-type: none"> • Meeting all regulatory requirements • Complying with Turning Point's Code of Conduct, policies and procedures and Volunteering Agreement as outlined in the Volunteer Handbook
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<p>What skills will you need?</p> <p>You will need to be willing to learn and passionate about helping people make positive changes in their lives. It's important that have an open mind and a non judgemental attitude. Basic skills in numeracy and literacy is an advantage.</p>
<p>What can I expect from a volunteer placement with the recovery and wellbeing network?</p> <ul style="list-style-type: none"> • Training to support you to be an effective volunteer • A named supervisor who can offer you advice and guidance around your professional development • Access to further training as required • An exciting and varied placement at the recovery and wellbeing network • The opportunity to develop the skills and knowledge to explore a career in substance misuse • Travel expenses to and from your placement • Lunch expenses if you volunteer more than 4 hours in a day