
JOB DESCRIPTION

DATE: July 2023
REF NO:

JOB DETAILS:

JOB TITLE: Trainee Recovery Worker

BAND: 4 (Agenda for change)

HOURS: 37.5

DEPARTMENT: Inclusion

LOCATION: HMP Bullingdon

REPORTS TO: Team Leader

ACCOUNTABLE TO: Director/Head of Operations

RESPONSIBLE FOR:

- Training to hold a caseload of service users and learning to deliver a range of interventions to those individuals.
- Supporting service users through their treatment journey with our service
- Embracing the concept of recovery and demonstrating this in your work
- Ensuring that your work is evidence based, up to date and in accordance with current policy and legislation.
- Keeping up to date and accurate records and documentation.

WORKING RELATIONSHIPS:

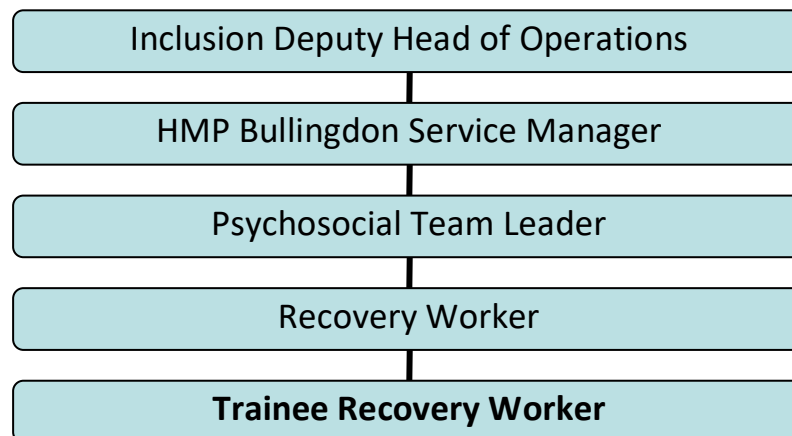
INTERNAL: Administrators, Prison staff, prison healthcare , Administrator manager, Recovery workers, Medical staff, Volunteers, Recovery Champions / peer mentors, Team leaders, Team managers, cluster managers, clinical leads, Inclusion Managers

EXTERNAL: GP's, Prisons, Probation, Police, Community Drug and Alcohol Services, Rehabs, Primary and Secondary healthcare services, Health and Non Health related professionals.

JOB PURPOSE:

This role is for a 2 year training post with Inclusion within HMP Bullingdon. You will be working with the service users and multi-agency team members to support the delivery of Recovery focussed outcomes by promoting and creating opportunities in visible recovery, harm reduction and brief interventions. The training role will lend itself to someone who has lived experience of substance misuse, and the judicial system and would like to gain experience working within this field. After successful completion of the 2 years training you will have the opportunity to progress to a Band 5 Recovery Worker position.

ORGANISATIONAL STRUCTURE:



KEY DUTIES AND RESPONSIBILITIES:

- To engage with training to support development in role
- To shadow team members carrying out their duties to facilitate own learning.
- Empower service users to develop their networks and recovery capital.
- To attend training across a variety of subject matters to support development and learning
- To develop skills in delivering brief interventions including CBT based brief solution focused therapy and motivational enhancement techniques.
- Follow policies in own role which are determined by others; no responsibility for service development, but may be required to comment on policies, procedures or possible developments.

Service User Work

- Providing pro-social modelling and hope for patients in recovery in HMP Bullingdon
- Working closely with the Discharge/Patient Engagement Team in HMP Bullingdon
- Delivering low level interventions, including assessments, harm minimisation advice
- Co-facilitating drug awareness groups, including Mutual Aid Groups (AA and NA)
- To provide a range of structured psychosocial interventions for co-occurring conditions including CBT based brief solution focused therapy and motivational enhancement techniques.
- Implement recovery plans with service users.
- To observe recovery planning with service users to develop skills with SMART goal setting.
- To develop knowledge and skills to identify and effectively manage risk with service users
- Organising face to face pre-discharge meetings and facilitating Video Consultations for service users with Community Substance Misuse Recovery Workers
- Working with prisoners and their families and outside organisations such as Drugfam to provide support to families to enable them to support men in recovery on release.
- Contribute to and work within the prison and wider drug strategy.
- Participating in the prison's induction programme, encouraging, and motivating clients to engage.
- Working with prisoners who have failed mandatory and voluntary urine tests and actively encouraging them into treatment to engage in their recovery journey.
- Working with young people from 18 to 25 years of age encouraging and motivating them to engage with Substance misuse services.
- Mentoring and supervising service user involvement/peer recovery champion scheme.
- Supporting prisoners to develop resilience and the necessary skills to meet their obligations and be personally accountable for their resettlement progress and life goals.
- Supporting the Government's 10-year commitment to increase drug treatment capacity.
- To observe multi-disciplinary ways of working with a range of professionals in ensuring service users' needs in terms of safeguarding and mental health are met.

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- Manage a caseload appropriate to skill set and knowledge, supported by staff
 - To work with a range of professionals in ensuring service users' needs are met in terms of safeguarding and mental health.
 - Enable people to access mental health care where and when they need it
 - Support people to manage their condition through individualised recovery

Liaison

- To develop and sustain links with multi-disciplinary services including community drug services, Probation, Primary Care Networks, Mental Health Teams and providers of wrap around services.
- To develop a network of contacts with relevant agencies to promote service accessibility for the client group.
- To attend relevant meetings to represent Inclusion

General

- To participate in regular supervision.
- Organise own day-to-day work tasks or activities.
- The post requires physical skills which are normally obtained through practice over a period of time or during practical training e.g. keyboard skills, use of some tools and types of equipment.
- Potential exposure to incidents of violence and aggression.
- To attend relevant internal and external meetings.
- To undertake any other duty relevant to the role as directed by the line manager.
- Observe personal duty of care in relation to equipment and resources used in course of work.
- To demonstrate commitment to evidenced based practice and keep up to date with trends and changes in the drug field with training.
- A commitment to the equal opportunities and confidentiality policies of Midlands Partnership University Foundation NHS Trust.
- To be committed to anti-discriminatory practice.
- To take part in all relevant training provided by Inclusion, Midlands Partnership University NHS Foundation Trust and any other relevant agency.

Systems & Equipment

- To contribute to the development of systems and interventions as and when required.
- To familiarise and use I.T. equipment as provided by Inclusion
- To keep up to date records and information for the purpose of internal and external evaluation.

Decisions & Judgements

- To utilise supervision effectively to inform and develop practices.
- To develop boundaries with the support and guidance of staff.
- To be responsible for identifying individual training needs

Communication & Relationships

- To effectively communicate and work collaboratively with a range of people including service users, recovery champions, volunteers, colleagues, prison staff, external partners/providers to ensure the service users' needs are met.
- To work within and promote an integrated drug and alcohol recovery service
- Provide advice, or demonstrate own activities or workplace routines to new or less experienced employees in own work area.
- Occasional exposure to distressing or emotional circumstances
- To be professional at all times, including whilst representing Inclusion at internal and external events.
- To take part in appropriate training and development.

JOB STATEMENT:

Infection Control
Maintain an up to date awareness of the infection control precautions relevant to your area of work and implement these in practice. As a minimum, this must include hand hygiene, the use of personal protective equipment, the use and disposal of sharps and communicating the importance to patients, prison staff and other health care staff you are working with. Details of the precautions and sources of advice and support to assess and manage infection control risks are provided through mandatory training which all staff must attend at intervals defined in the Trust policy on mandatory training and can be found in the Trust's infection control policies and national guidance, such as that published by NICE.
Learning and Development
As an employee of the Trust, you have a responsibility to participate, promote and support others in undertaking learning and development activities. This includes a proactive approach to ensuring you meet the statutory/mandatory training requirements of your role, and engaging in KSF appraisal processes in line with Trust policy and guidance.
Health and Safety
As an employee of the trust you have a responsibility to abide by the safety practices and codes authorised by the trust. You have an equal responsibility with management, for maintaining safe working practices for the health and safety of yourself and others.
Constitution, Competence and Capability
As an employee of the Trust you have a responsibility to promote and abide by the rights and responsibilities outlined in the NHS Constitution. You are additionally expected to adhere to Organisational/National/Regulatory Codes of Practice relevant to the role you are employed to undertake. At all times it is expected that you will limit the scope of your practice to your acquired level of competence and capability.
Dignity at Work Statement
Midlands Partnership University NHS Foundation Trust are committed to treating all of our staff with dignity and respect. You are responsible for behaving in a way that is consistent with the aims of our Equality and Diversity Policy. This includes not discriminating unfairly in any area of your work and not harassing or otherwise intimidating other members of staff.
Safeguarding Children and Vulnerable Adults
All Trust employees are required to act in such a way that at all times safeguards (and promotes) the health and well being of children and vulnerable adults. Familiarisation with and adherence to Trust Safeguarding policies is an essential requirement of all employees as is participation in related mandatory/statutory training.

PERSON SPECIFICATION

JOB TITLE: Lived Experience Trainee Recovery Worker	
DEPARTMENT: Inclusion	BAND: 4 (agenda for change)

*Assessed by: A = Application I = Interview R = References T = Testing

ESSENTIAL CRITERIA	*	DESIRABLE CRITERIA	*
QUALIFICATIONS & TRAINING			
Level 3 NVQ or Diploma in Health and Social Care or equivalent in a related field which may include counselling, social work, nursing, psychology, human resources, social studies Or Equivalent experience such as volunteering.	A	Previous work experience with transferrable skills	A
EXPERIENCE			
An understanding and awareness of the effects of substance misuse on an individual and the community	A/I	A commitment developing your understanding of the recovery agenda	A/I
A commitment to recovery based interventions and harm reduction approaches for substance misuse and mental health conditions.	A/I	Counselling skills, case management experience & the ability to work under pressure.	A/I
A willingness to promote service user involvement.	A/I	An awareness of risk assessment and crisis contingency planning.	A/I
Excellent communication skills	A/I		
SKILLS, KNOWLEDGE & ABILITIES			
Ability to work effectively as a member of a team.	A/I	A knowledge of substances and their effects	A/I
Understanding of equal opportunities	A/I	A knowledge of mental health conditions, symptoms and treatment	A/I
Demonstrate effective communication skills including tact, diplomacy and empathy.	A/I		
Demonstrate an understanding of a			

patients physical health needs and be able to carry out blood pressure checks, infections control checks and ensure the service is in line with COSHH standards.	A/I		
Ability to work collaboratively with other professionals.	A/I		
Good interpersonal skills and communication skills	A/I		
Ability to work under pressure			
Commitment to delivering a high standard of service user care	A/I		
Good IT skills	A/I		
Ability to liaise and build links with relevant statutory and non-statutory agencies.	A/I		
	A/I		
PERSONAL ATTRIBUTES			
Reliable and punctual	A/I		
A committed approach to your own professional and personal development.	A/R		
Equal opportunities and respect for diversity.	A/I		
Commitment to work within the framework of the recovery agenda			
	A/I		

JOB HOLDER	SIGNATURE
	DATE
MANAGER	SIGNATURE
	DATE