
JOB DESCRIPTION

DATE:
REF NO:

JOB DETAILS:

JOB TITLE:	Recovery Worker (Substance Misuse)
BAND:	5 - Agenda for Change
HOURS:	37.5 hours (unless otherwise stated)
DEPARTMENT:	Inclusion
LOCATION:	Staffordshire and Worcestershire Prisons
REPORTS TO:	Psychosocial Lead
ACCOUNTABLE TO:	Head of Inclusion
RESPONSIBLE FOR:	<ul style="list-style-type: none">• Delivering a range of psychosocial interventions to substance misusing offenders within a prison environment• Working in partnership with key agencies to ensure service users are supported on their individual recovery journeys• Delivering the substance misuse and wellbeing elements of the integrated offender team.• Facilitating groups

WORKING RELATIONSHIPS:

INTERNAL:	Recovery Practitioner, Psychosocial Lead, Cluster Manager, Criminal Justice Lead, Inclusion Managers, prison healthcare.
EXTERNAL:	Prison staff, community drug teams/recovery partnerships. Inclusion Senior Management team.

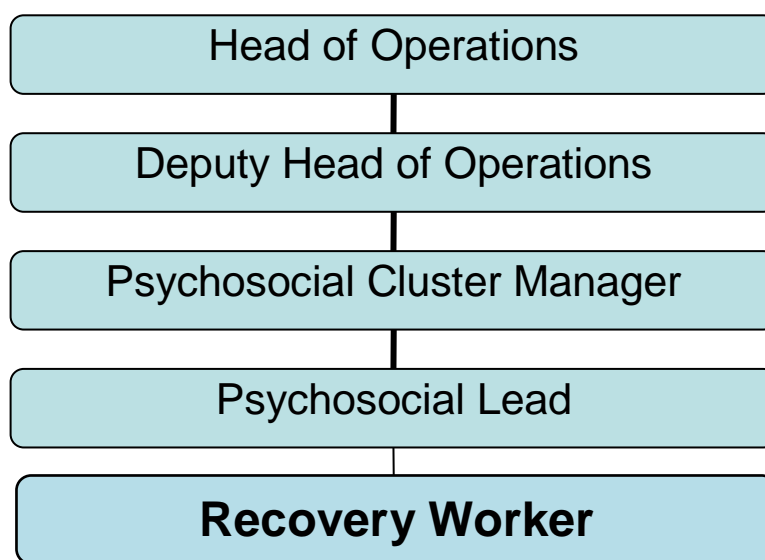
JOB PURPOSE:

To provide a range of low, medium and high intensity interventions as part of the integrated offender mental health, substance misuse team to those service users experiencing substance misuse problems.

- To work within a multi-disciplinary team, in a custodial environment delivering a high standard drug and alcohol recovery service in response to the needs of the service users as part of Inclusion and Midlands Partnership NHS Foundation Trust.
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- To provide a range of psycho-social interventions motivating and supporting service users to achieve recovery and positive outcomes within a recovery-orientated substance misuse treatment service
 - To work in collaboration with clinical prescribing services to ensure the needs of each service user is met and that integrated working is a key element to Inclusion's prison services.
 - To provide a drug and alcohol recovery service (incorporating assessment, recovery planning, casework coordination and psycho-social interventions) to problem drug and alcohol users located within the prison establishment
 - To contribute to and work within the prison and wider drug strategy.
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ORGANISATIONAL STRUCTURE:



KEY DUTIES AND RESPONSIBILITIES:

- To deliver a steps-based, recovery orientated and outcome-focussed service within the host prison with a particular emphasis on high standards and good practice.
- To work within an integrated team delivering psycho-social and clinical interventions to service users presenting with substance misuse issues, including alcohol.
- To work closely with the mental health nurses as part of an integrated team
- To participate in the prison's induction programme, encouraging and motivating clients to engage.
- To use strengths-based approaches including mapping techniques and relevant paperwork in order to carry out initial screening assessments.
- To carry out further assessments that includes strengths-based node-link mapping techniques and recovery planning.
- Work collaboratively with clinical services to ensure service users are referred for clinical services and supported whilst waiting for or receiving clinical treatment. Including joint recovery planning, attending joint clinical reviews, joint 1:1 sessions and communicating progress and needs to appropriate staff where need dictates.
- To identify and formulate goals jointly agreed with the service user on their recovery plan appropriate to their needs.
- To be responsible for the coordination of recovery for each client on your caseload.
- To provide structured interventions in accordance with the needs identified on an individual basis,

in line with the goals identified and agreed on the recovery plan.

- To provide structured information and advice about drugs and, related issues that also includes blood borne viruses and safer sex and harm reduction.
- To work with prisoners who have failed mandatory and voluntary urine tests and actively encourage them into treatment to engage in their recovery journey.
- To provide general on-going support and assistance to service users by holding a substance misuse case-load.
- To organise and facilitate short-term psycho-social intervention group work relevant to substance misuse issues and offending behaviour.
- To support and facilitate longer term psycho-social, CBT based group work requiring multiple session delivery.
- To mentor trainee grades within the service.
- To mentor and supervise service user involvement/peer recovery champion scheme.
- Compile and maintain a high standard of casework and recording.
- To keep and provide information and statistics in line with Inclusion, NOMS and commissioners requirements.
- To effectively liaise with community substance misuse services to establish a link for individuals, promoting retention in services and ensuring treatment is offered and appointments secured for service users wanting treatment to continue on release.
- To carry out drug screening tests as service dictates.
- To participate in activities designed to enhance the service such as clinical supervision and KSF reviews, needs analysis, service user forums, increasing personal knowledge and remaining up to date with training

SYSTEMS AND 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 and the Prison Service and accurately record all required information.
- Ensures personal duty of care in relation to equipment and resources used in course of work.

DECISIONS AND JUDGEMENTS

- To make decisions based on effective co-ordination and management of service users on caseload to best meet individuals need.
- To promote the integrated service and lead on new initiatives/areas within the service as service need dictates.
- To identify training needs and utilise supervision effectively.
- To be aware of boundaries at all times, attend prison training relating to conditioning, security awareness and reporting and raise any issues with line manager immediately.
- To be responsible for identifying individual training needs and keep abreast of new trends and substances emerging within the substance misuse field.
- To work within the clear boundaries and guidelines set out by Trust policies, Prison Service Orders and codes of conduct and be responsible for ensuring own practice is safe at all times.

COMMUNICATION AND RELATIONSHIPS

- To effectively communicate and work collaboratively with a range of people including service users, colleagues, prison staff and external partners/providers to ensure the service users' needs are met both inside and outside of prison.
 - To work within and promote an integrated service.
 - Complete written reports or provide verbal feedback in line with data protection to relevant partners engaged with the service user.
 - To be professional at all times whilst representing Inclusion at internal and external events.
 - To take part in appropriate training and development
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PHYSICAL DEMANDS OF THE JOB

- As the role is not permanently office based there is a requirement to visit service user's and other professionals in different areas of the establishment on a daily basis.
- To use IT and visual display equipment on a daily basis.
- To attend training and meetings in different geographical areas from the host prison.
- To work flexible hours in line with service needs (i.e. evening and weekend as and when required).

MOST CHALLENGING / DIFFICULT PART OF THE JOB

- To co-ordinate and manage a caseload of service users with a range of risk factors and needs including, dual diagnosis and other mental health related issues, self-harm, chaotic drug use, accommodation needs.
- Managing own responses and feelings towards the sensitive information which may be disclosed through effective use of supervision, self exploration or seeking support of colleagues or managers.
- To be responsible for your own security and safety by working in line with prison and trust policies.
- To be aware of the unpredictable and potentially volatile environment of a prison setting and remaining alert to those surroundings during daily working practices.

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 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: Recovery Worker (Substance Misuse)	
DEPARTMENT Inclusion :	BAND: 5 (Five)

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

ESSENTIAL CRITERIA	*	DESIRABLE CRITERIA	*
QUALIFICATIONS & TRAINING			
NVQ 3 Health & Social Care (or commitment to work towards)	A	Relevant training / Qualification in associated field	A/I
And/Or Relevant experience in comparable setting.	A	<ul style="list-style-type: none"> • CBT • Motivational Interviewing • Brief solution focussed therapy • Mapping techniques • Auricular acupuncture trained • SMART Recovery 	
EXPERIENCE			
Experience of integrated working practices	A/I	Experience of criminal justice field / prison setting	A/I/R
12 months minimum of working with substance user's	A/I/R	Experience of working with offenders	A/I
Experience of group facilitation	A/I	Experience of working with dual diagnosis/mental health	A
SKILLS, KNOWLEDGE & ABILITIES			
A thorough knowledge of substances and their effects	A/I	Knowledge of criminal justice field	A/I
A knowledge of blood borne viruses and sexual health	A/I		
An understanding of harm reduction approaches in relation to substance misuse	A/I		
Ability to work with drug/alcohol users in a prison environment	A/I		

Ability to conduct assessments and formulate recovery plans	A/I		
Ability and commitment to facilitate psycho-social group work programmes	A/I		
Ability to manage a Drug/ Alcohol/ Mental Health service user caseload	A/I		
Ability to keep records and statistical data	A/I		
Ability to prioritise	A/I		
Ability to work collaboratively with other professionals and develop links with agencies internal and external to prison	A/I		
Understanding of equal opportunities	A/I		
PERSONAL ATTRIBUTES			
Commitment to work within the framework of the recovery agenda	A/I		
Motivated to support individuals on recovery journey	A/I		
Strong boundaries	A/I/R		
Reliable and punctual	A/R		

JOB HOLDER	SIGNATURE
	DATE
MANAGER	SIGNATURE
	DATE