

IOM Recovery Practitioner

(Salary as advertised)

Brent

37.5 hours per week

Permanent

1. Main purpose of the role

- ▶ To contact, assess, refer and support drug and alcohol users in WDP premises, criminal justice settings (including courts, prisons and Probation offices), treatment agencies, outreach and in the community
- ▶ Work with criminal justice partners to identify, engage and support IOM individuals with and through treatment into recovery
- ▶ Undertake targeted outreach with Police partners to engage IOM individuals into treatment
- ▶ Attend IOM panel and weekly meetings as the criminal justice representative
- ▶ Recognise indications of alcohol and drug misuse
- ▶ Manage a caseload of IOM and other service users needing support for their drug and alcohol concerns
- ▶ Identify new ways of engaging and supporting IOM's
- ▶ Facilitate group sessions
- ▶ Provide clients with information on differing treatment models and refer them to relevant services
- ▶ Offer general information and harm reduction interventions to clients, including provision of alcohol interventions and brief advice

2. Reporting and working relationships

<p>Reporting relationships:</p> <p>Reports to Criminal Justice Team Manager</p>	
<p>Working relationships:</p>	
<p>3. Role-specific responsibilities</p>	
<p>3.1</p>	<p>To deliver assertive outreach with police to engage or re-engage IOM individuals</p>
<p>3.2</p>	<p>To work with criminal justice partners to identify, engage and support IOM individuals to access and engage with treatment and into recovery</p>
<p>3.3</p>	<p>To be WDP’s point of contact for IOM, attending relevant IOM weekly and monthly panel meetings</p>
<p>3.4</p>	<p>To manage a caseload of IOM and other service users</p>

3.5	To carry out initial screening/assessment, e.g. triage and comprehensive assessments, within a range of criminal justice settings, including courts, prisons, Probation offices and community settings
3.6	To create initial and comprehensive care plans with clients that address immediate and long term need and provide a basis for further intervention
3.7	To carry out risk assessments and risk management plans in accordance with organisational and local protocols
3.8	To make appropriate referrals to relevant professionals or treatment providers on behalf of clients
3.9	To identify the needs of carers and significant others and signpost or refer to appropriate services
3.10	To conduct Drug Rehabilitation Requirement (DRR) and Alcohol Treatment Requirement (ATR) assessments for court and provide input into Pre-Sentence reports
3.11	To write timely, accurate and succinct DRR/ATR reports and draw up suitable treatment plans
3.12	To undertake duties in relation to Required Assessments (RA) and complete paperwork in a timely and accurate manner, processing breaches in line with protocol
3.13	To facilitate group programmes as per the needs of the service

4. WDP's commitment to you

WDP works within the following framework and requires all employees to do the same.

4.1	<p><u>Equal Opportunities</u></p> <p>WDP is committed to promoting anti-discriminatory practices within society, its organisation and in the promotion of its services to the community. WDP expects all employees to understand, comply with and to promote its policies in their work and to challenge prejudice and discrimination and where necessary to undertake any appropriate training.</p>
4.2	<p><u>Recovery</u></p> <p>WDP is a recovery focused organisation. Our staff and volunteers are committed to helping our service users improve their health and wellbeing, and to become free from dependency.</p>
4.3	<p><u>Career Development and Progression</u></p> <p>At WDP we actively encourage career progression from the talent we have from within and we strive to provide not only promotional progression but to develop a specialist and lead responsibility roles with teams and other services within WDP.</p>
4.4	<p><u>Safeguarding</u></p> <p>WDP is committed to ensuring the safeguarding and wellbeing of children and vulnerable adults, and all applicants will be required to demonstrate understanding of and commitment to best safeguarding practice.</p>

4.5	<p><u>Care Quality Commission (CQC)</u></p> <p>Many of WDP’s services are monitored, audited and regulated by the Care Quality Commission (CQC), the independent regulator of health and adult social care in England. Whether or not a particular service is registered, we believe CQC represents the minimum standard we expect for all of our services. We therefore work with all of our staff to make sure that every WDP service provides people with safe, effective, compassionate, high quality care and we encourage our services to learn and improve.</p>
<p>5. Your commitment to WDP</p>	
5.1	<p><u>WDP Vision, Mission and Values</u></p> <p>Promoting and understanding the values, vision and mission statement of WDP. To understand what it means to you in your respective role, to your team and to service delivery.</p>
5.2	<p><u>Vulnerable children and adults</u></p> <p>Demonstrating an understanding of and commitment to best safeguarding practice. Taking immediate and appropriate action as required.</p>
5.3	<p><u>Boundaries and behaviours</u></p> <p>Observing professional integrity in relationships with service users, peers and other relevant professionals.</p>
5.4	<p><u>Health & Safety</u></p> <p>Being responsible for your health and safety and that of colleagues and service users. Employees should co-operate with management and follow established systems of work, use protective equipment where necessary and report defects and hazards to management. To comply with Infection Prevention and Control policies and procedures.</p>
5.5	<p><u>Confidentiality</u></p> <p>Treating all information acquired through the course of your employment as confidential and complying with all the appropriate policies, systems and procedures.</p>
5.6	<p><u>Information Governance</u></p> <p>Applying information governance processes to ensure all necessary safeguards are in place regarding personal information – and its appropriate use – about our service users, workforce and members of the public.</p>
5.7	<p><u>Continuous Professional and Personal Development</u></p> <p>Working within a learning organisation, seeking learning opportunities either by attending learning and training events either externally or internally to improve and broaden their knowledge and skills and develop the personal qualities required in their professional lives.</p>

The above is an outline of the post holder's duties and responsibilities. It is not intended as an exhaustive list and may change from time to time in order to meet the changing needs of WDP.

Person specification		E/D	Measured by
<p>Essential and desirable requirements (E & D) for the role and assessing and testing the necessary level of competence required for this role either via the application form (A); interview (I); and/or exercises (E).</p> <p>Please note - applicants are asked to evidence their ability to meet each aspect of the person specification below, e.g. by highlighting relevant key achievements and duties held within roles.</p>			
1.	Education, knowledge and experience		
1.1	NVQ/QCF/RCF Level 3 in Health and Social Care or equivalent, or ability to complete this qualification.	E	A/I
1.2	A commitment to establishing partnerships with other professions to achieve good outcomes for the service user group, e.g. criminal justice agencies, community groups, treatment services.	E	A/I
1.3	An understanding of harm reduction approaches and their application across a variety of substances.	E	A/I
1.4	Experience of conducting assessments and developing, implementing and evaluating care plans.	E	A/I
1.5	Experience of conducting risk assessments and developing, implementing and evaluating risk management plans.	E	A/I
2.	Abilities and skills		
2.1	Experience and understanding of different case management systems	E	A/I
2.2	An understanding of the requirements of the GDPR (General Data Protection Regulation) and other related legislation, and the obligations on services in relation to managing and sharing service user information.	E	A/I
2.3	Knowledge of required standards, as laid out by the Care Quality Commission (CQC) and National Institute for Clinical Excellence (NICE).	E	A/I
2.4	Experience of developing and delivering group work programmes.	D	A/I
2.5	Experience of conducting assertive outreach with partnership agencies	D	A/I

2.6	Excellent written and verbal communication skills.	E	A/I
2.7	An understanding of drug and alcohol misuse and related issues, such as offending behaviour and demonstrable experience of working with this client group	E	A/I
2.8	Ability to work with clients at different stages of behaviour change, make appropriate assessment of need and draw up appropriate support packages	E	A/I
2.9	The ability to accurately record statistics for data purposes and to work to deadlines for the submission of information e.g. reports	D	A/I
2.10	Excellent time management skills, ability to work on own initiative, manage competing priorities and consistently maintain high standards	E	A/I
2.11	Proven commitment to working flexibly to respond to service needs, i.e. working hours, work settings	D	A/I
2.12	Excellent team working and interpersonal skills, maintaining a high cooperative approach to supporting colleagues in delivering service objectives	E	A/I
3. Working within WDP's framework of commitments to employees			
3.1	A commitment to engaging with, understanding and promoting WDP's values, vision and mission.	E	A/I
3.2	An understanding of and commitment to safeguarding best practice.	E	A/I
3.3	An understanding of the importance of professional integrity in relationships with service users, peers and other relevant professionals.	E	A/I
3.4	A responsibility for your own health, safety and wellbeing as well as those around you (e.g. colleagues and service users).	E	A/I
3.5	An understanding of and commitment to treating all information acquired through the course of your employment as confidential.	E	A/I
3.6	An understanding of information governance processes and a commitment to follow and apply all necessary safeguards.	E	A/I
3.7	A commitment to seek learning opportunities to improve and broaden your own professional knowledge and skills and to contribute to and where relevant oversee the learning of others.	E	A/I

4.	Equality, diversity, vision, mission and values				
5.1	An empathy for and understanding of our mission, vision and values.	E	A/I		
5.2	Commitment to equal opportunities and overcoming barriers to diversity and equality.	E	A/I		
5.3	Experience of working with people from a range of social, cultural and ethnic backgrounds.	E	A/I		
5.4	Experience and commitment to supporting and working within diversity awareness environments.	E	A/I		
6.	Circumstances				
6.1	Able to travel as required for the role and attend meetings and other activities outside office hours	D	A/I		
6.2	A flexible approach to workload.	E	A/I		
			Authors		
	Version number	Date	Initials	Initials	Initials
	1.0	19.10.18	DP		