**Part 1: Job Description**

**Part 2: Person Specification**

**Title:** Adult Substance Misuse Intervention Worker (Step 2 Service)

**Date:** June 2017

**Part 1: Job Description**

|  |
| --- |
| 1. Purpose:

This is a service aimed at working with and supporting adults who are drinking alcohol or misusing drugs in a hazardous/harmful but non-dependent way, and providing support for family members impacted by a relations drinking/drug misuse. The role of Step 2 services is to a) provide a range of interventions ranging including utilizing Alcohol Brief Interventions (ABI), Extended Brief Interventions (EBI), mentoring and coaching approaches and harm reduction focused interventions, using a range of psychosocial approaches e.g. CBT, RMT, EMI, solution focused etc.b) provide an integrated family support programmec) network and integrate with the full range of NHSCT stakeholders – voluntary, community & statutory – to ensure client uptake of the Step 2 adult serviced) refer down to Step 1 services and up to Step 3 as appropriate and provide linkages with social services where needed/appropriatee) this post requires capability to work alone and as part of a team, and travelling throughout the Northern Trust Area, visiting clients in their homes, clinical settings and community settings f) responsibility for maintaining own workloadIntervention Workers are responsible for forming professional relationships with people and assist them to live more successfully within their local communities, improve their health and wellbeing by addressing their drug and alcohol use. The worker will undertake assessment based on AUDIT and LDQ scores/ assessment tools and then offer structured interventions aimed at reducing alcohol and drug use. The structured interventions will include motivational interviewing, CBT and solution focused approaches among others. The outreach worker will be responsible for the management of their own caseload offering a flexible approach to service delivery including within the person’s home environment. Structured interventions will be based on a support plan and undertaken over a specific number of sessions. The interventions will examine the person’s substance use and will work on increasing motivation to address this drug use and reduce the impact of problematic substance use.In line with Extern’s approach to service user engagement, the post holder will be expected to respond in a timely and flexible way to service user needs putting the service user at the centre of the service offered. As a result a pragmatic approach to service user engagement is expected.2.0 Specific To PostThis post specifically involves providing professional assessments and interventions to those with problematic substance misuse issues. It requires skilled interventions using counselling based theories and the ability to use motivational and other techniques to illicit change. |

**2.0 Group:** Extern NI

**3.0 Directorate:** Services Directorate

4.0 Job Group: Counselling

5.0 Responsible To: Adult Substance Misuse Co-Ordinator

6.0 Location: 106 Bridge Street, Ballymena (covering Northern Trust

 Area)

7.0 Hours of Work: 40 working hours (including unpaid breaks)

 Monday to Friday working hours

8.0 Salary Grade 5 £21,618 per annum

9.0 Functional Direct client work – Step 2/Tier 2

 Responsibility: Adult Substance Misuse Service

10.0 Responsible for: Direct client work – Step 2/Tier 2

11.0 Direct Reports: Adult Substance Misuse Co-Ordinator

**12.0 Budget**

**Responsibility:**

**13.0 Key Responsibilities:**

**Service Users**

* To deliver the Step 2 service working with adults who misuse alcohol and/or other substances, using a range of appropriate screening & intervention tools e.g. AUDIT, Alcohol & You /Cannabis & You based activities, goal setting, harm reduction tools; utilising a range of approaches including mentoring/coaching, solution focused/brief intervention/extended brief intervention/EMI/CBT etc. and other relevant approaches.
* To work with families impacted by a relative’s alcohol or substance misuse to educate, support and signpost them to relevant helping services.

**Direct Client work:**

Engaging with clients including:

* Booking appointments
* Screening – using agreed tools
* Triage Assessment
* Deliver extended brief interventions
* Comprehensive Assessment & Goal setting
* Multi agency care Planning & co-ordinating mutli agency approach
* Signposting & referral

Engaging with family members including:

* Assess
* Goal setting
* Support work
* Signposting & referral
* Complete client case notes
* Adult & Family questionnaires, and end of service questionnaires completed and submitted to Adult Service admin support worker weekly
* Data collection & preparation of monitoring reports submitted to Adult Service admin support worker weekly

**Health and Safety**

Building

* Overall safety of the building infrastructure such as fire, facilities, hygiene and security to include the identification, assessment, management and minimisation of risk.
* Facilitate inspections from external bodies as and when required.

People

* Ensure a safe living and working environment for service users, staff and stakeholders to include the identification, assessment, management and minimisation of risk.
* Ensure adherence to Extern’s Health & Safety Policies and Procedures e.g. Lone Working Policy, Guardian 24.

**Communication (Internal & External)**

* Develop and maintain appropriate professional relationships with Services Users, and Colleagues.
* Ensure the monitoring and maintenance of regulatory requirements, and standards as required by Extern and PHA

**Training**

* Responsible for keeping abreast of current legislation, BACP legislation, and Extern’s policies and procedures
* Attend appropriate training as and when required.

**Implementing Change**

* Acting as a change agent for the organisation.
* Manage change as a positive force within the Adult Substance Misuse Team, promoting service development and innovation.

**Part 2: Person Specification**

**Title:** Adult Substance Misuse Intervention Worker

**Date:** June 2017

**Essential Criteria**

* Hold a Diploma / Foundation Degree in Counselling (be BACP, IACP or NCS registered and working towards accreditation) & have 150 hours clinically supervised practice completed

Plus

* Demonstrate 2 years’ experience working in substance misuse or mental health field.(include dates)
* Demonstrate direct experience of working with service users, individually or within a group setting who are experiencing difficult, problematic or complex issues in their lives.
* Demonstrate evidence of experience in Assessment, development of Care plans, Evaluation and Monitoring.
* Demonstrate sector and service related knowledge including an understanding of tools and interventions used in this area.
* Demonstrate excellent Communication Skills including ICT and use of Microsoft Office & Email.
* Full driving license or access to transport to implement the requirements of the post.

**Desirable**

* ASIST or STORM.
* Substance misuse qualification level 3 or above
* Motivational Interviewing
* Experience of working with families
* Experience of group work

**NOTE**

**This position is subject to an Enhanced Access NI check. Copies of the relevant policy on the recruitment of ex-offenders as well as the Access NI Code of Practice are available on request. Please note that having a criminal record will not necessarily be a bar to obtaining a position with EXTERN.**