

## **Job Description**

<b>Title:</b>	<b>Treatment Practitioner with Additional Responsibilities</b>
<b>Hours:</b>	37.5 hours per week - evening and weekend work may be required at times in order to meet the needs of the service
<b>Salary:</b>	£21,500pa + 5% pension scheme
<b>Reports to:</b>	Service Manager
<b>Supervision:</b>	Allocation and oversight of Support Workers may be required at times

### **Job Summary**

Based within Solihull Integrated Addiction Service (SIAS) adult treatment team, the Treatment Practitioner will be responsible in supporting the delivery of adult substance misuse treatment services. Practitioners will provide advice, assessment, brief, and structured psychosocial interventions to adult service users with a range of complexities, who are misusing substances.

The treatment practitioner will be expected to hold a caseload of service users presenting with a range of risks and complexities, completing both structured 1-2-1 and group work sessions to encourage and promote positive behaviour change. The practitioner will be proactive in supporting the engagement of clients into the service through the completion of comprehensive assessments and developing a care plan of individual needs and risks. The Treatment Practitioner will ensure that care plans and risks are monitored and reviewed on a regular basis and that national outcomes are completed to ensure effective KPI monitoring and contribution towards service performance. The Treatment Practitioner will adopt a multi-agency approach and work alongside other key professionals to ensure the best possible outcomes are achieved for our service users.

Practitioners are expected to demonstrate a knowledge and understanding of the theoretical models of addiction and behaviour change.

Welcome Practitioner

Welcome, Middlewood House, 15 Larch Croft, Chelmsley Wood, Solihull B37 7UR

☎ 0121 301 3600 Fax: 0121 301 3000

[www.welcome-solihull.co.uk](http://www.welcome-solihull.co.uk)

Practitioners will promote knowledge and understanding of drug, alcohol, gambling, and family issues by developing and delivering training and awareness to partner agency staff, external professionals, local services and the wider public.

This practitioner role will hold additional lead responsibility within the SIAS partnership for the development and delivery of group sessions for adults in treatment. The groups will form a balanced offer, designed to provide an introduction to SIAS, support treatment and form a bridge into recovery. The role will include supervising and mentoring support workers whose roles include assisting with the design and delivery of group sessions.

Practitioners are expected to be flexible with work patterns to meet the requirements of the service. This may include some evening and weekend work.

Practitioners are expected to travel as part of their role and should be willing to work from various locations as required by the service. As well as working from Welcome offices, practitioners will be expected to work from alternative premises including, primary care settings, outreach settings, criminal justice settings, youth settings and partner satellite offices.

### **Main Duties and Responsibilities**

This is an outline of the main duties and responsibilities of this post. Where these relate to the Drugs and Alcohol National Occupational Standards (DANOS) Skills Framework the relevant competency is indicated.

Duties	DANOS
Provide advice, screening, brief and comprehensive assessments to individuals, families or couples.	AA1, AA2,AB5,AF1, AF2/3,HSC233
Provide brief and longer term structured interventions	AB2,AB6,AH10,AB3
Develop care plans and ensure they are implemented and reviewed with the client(s) and outcomes are monitored.	AG1/2
Provide case management and ensure integrated pathways within the Solihull Integrated Addiction Service (SIAS) partnership	AG3
Provide advice and structured support for others affected by drug, alcohol or gambling misuse	AD4, AB6,AB7
Organise and facilitate group programmes, support groups and activities and encourage positive engagement	AD3
Plan and agree service responses which meet individual's identified needs and circumstances	HSC3111, HSC330
Maintain accurate, complete and timely records and data	

Welcome Practitioner

Welcome, Middlewood House, 15 Larch Croft, Chelmsley Wood, Solihull B37 7UR

☎ 0121 301 3600 Fax: 0121 301 3000

[www.welcome-solihull.co.uk](http://www.welcome-solihull.co.uk)

Liaise with agencies, professionals and groups as appropriate	HSC31
Allocate and oversee the work of support workers, providing mentoring support and guidance as necessary.	AC3
Develop and deliver training and awareness sessions to identified partners and other groups as required.	AD1
Promote choice, wellbeing and the protection of all individuals	AA6, AB4,HSC35
Be responsible for maintaining your own professional knowledge and competence	AC1
Prepare a monthly performance template, based on individually agreed targets and contribute to the preparation of a monthly report on service progress.	BE6
Take part in promoting and developing the standards of the service. Liaise with relevant agencies, and help generate appropriate referrals	GEN48
Ensure you are aware of Welcome policies and procedures and other relevant guidance and that all aspects of the service are carried out in line with these	BA3
Make efficient use of supervision and positively engage with learning and development opportunities	HSC33, GEN36, GEN33, AC1/2

*This is not intended to be an exclusive list and other duties may be required consistent with the overall purpose of the role.*

*Welcome reserves the right to amend the Job Description in line with the evolving needs of the service and service user needs.*

## **Terms and Conditions**

The post is full-time. There is a demand to provide a flexible service to meet client need and therefore there will be an expectation to work evenings and weekends as required by the service. The exact pattern of work will be determined by service need and may be subject to change.

An optional pension scheme is available upon completion of 6 months in post.

All staff are employed on an initial probationary period of 6 months. During this period, notice of termination by either party will be one week.

An enhanced CRB check will be required for this post.

*Within the confines of legislation and as a condition of being able to commence employment with Welcome, the successful candidate will be required to provide documentation to prove that they are able to work in the*

Welcome Practitioner

Welcome, Middlewood House, 15 Larch Croft, Chelmsley Wood, Solihull B37 7UR

☎ 0121 301 3600 Fax: 0121 301 3000

www.welcome-solihull.co.uk

*UK. Such documentation will include one or more of the following, as appropriate – NI number, birth certificate or British passport, certificate of registration or naturalisation as a British citizen or passport/documentation evidencing citizenship of a European Union country.*

### **Notes**

1. Applicants should complete the application form and accompanying sheet in black ink or typescript and return this to: **Welcome, Middlewood House, 15 Larch Croft, Chelmsley Wood, Solihull, B37 7UR**
2. Applicants should offer two referees, one of whom must be concerned with your current or most recent employment.

### **Person Specification**

#### **Qualifications and Experience**

1. Professional qualification in health/social/youth and community care, e.g. NVQ Level 3 or above, DipSW, Mental Health Nursing, Counselling, Addiction Studies.

or

Demonstrable experience of working in the substance misuse field with a commitment to complete NVQ level 3 Health and Social Care.

#### **Knowledge and Experience**

1. Significant experience of individual client work in an addictions or social care setting with adults and or young people.
2. Significant knowledge and experience of working with challenging behaviour
3. Significant knowledge and understanding of drug and alcohol misuse, and the effects on the user and wider family
4. Significant knowledge of current harm reduction strategies and needle exchange provision
5. Experience of working in the substance misuse sector
6. An understanding of the principles of and policies on client confidentiality and appropriate sharing of information
7. An understanding and knowledge of Safeguarding in relation to child protection and vulnerable adults.

Welcome Practitioner

Welcome, Middlewood House, 15 Larch Croft, Chelmsley Wood, Solihull B37 7UR

 0121 301 3600 Fax: 0121 301 3000

[www.welcome-solihull.co.uk](http://www.welcome-solihull.co.uk)

## Skills and Abilities

1. A high level of verbal and written communication skills, with people from a wide range of social and cultural backgrounds.
2. Ability to proactively engage and establish rapport with service users and use a range of techniques to maintain engagement in services
3. Ability to undertake assessment of need and levels of risk, and establish effective management plans to address risk and promote behaviour change
4. Ability to produce reports to a standard that is acceptable to a range of both internal and external audiences
5. Ability to maintain accurate and detailed service user records and record data in a timely manner to meet service standards
6. Ability to use data management systems for effective recording and monitoring of performance and date
7. Excellent IT skills and knowledge of using IT software in a working environment including Word, PowerPoint, Excel, Outlook and Access.
8. High level of organisational and planning skills, with the ability to effectively prioritise, plan and manage own workload
9. Ability to work on own initiative but also contribute as part of a team
10. Ability to work flexibly to meet the needs of the service

## Other

1. Absence of an alcohol or substance misuse problem for at least two years
2. Postholder must live within a reasonable and accessible distance to the service
3. Conform to standards of dress, which reflects a professional service
4. Willingness to work evenings and weekends as required
5. Willing and able to travel on behalf of Welcome, as required. Full driving license and own vehicle is essential.
6. No criminal record that prevents work with the client group or which would impact on ability to perform in the role or harm the reputation of Welcome

Welcome Practitioner

Welcome, Middlewood House, 15 Larch Croft, Chelmsley Wood, Solihull B37 7UR

 0121 301 3600 Fax: 0121 301 3000

[www.welcome-solihull.co.uk](http://www.welcome-solihull.co.uk)