



Job Description

Title of post: Young Persons Substance Misuse Worker

Location: 35 Salem Street, Bradford

Salary: SCP 15-20 £28,224 - £30,790 per annum pro rata

Responsible to: Service Manager

Hours of Work: 18.75 hours per week
(Worked within the core hours of service below)

Monday, Wednesday and Friday – 9:30 am-5:30 pm (unpaid 30 min lunch break)
Tuesday – 9:30 am-7 pm (unpaid 30 min lunch break)
Thursday – 9:30 am - 4:00 pm (unpaid 30 min lunch break)

Service overview:

This service provides early intervention and highly structured treatment interventions for drug and/or alcohol misuse to young people up to the age of 24 years. Our service is designed to promote recovery from the harms of substance misuse and to secure positive health and well-being outcomes for Young People. We do this through delivery of focused interventions that are integrated into the wider context of support and services that reflect the needs and circumstances of each young person. Young people will typically be seen at appropriate community venues of their choosing. These will be distinct from adult services and include home visits, schools, PRUs, college settings and community centres.

The service provides:

- Telephone support and consultation with young people who are concerned about their own use of drugs and alcohol.
- Telephone support and consultation for parents, carers, friends, schools, social workers and other professionals who are concerned about a young person's use of drugs and alcohol.
- Holistic assessment of need for young people and integrated work with parents, carers and services involved.

- Individualised and focused support based on need, from brief interventions through to structured treatment interventions that may include clinical interventions delivered jointly with the clinical provider.
- Practical support, including referral pathways to other health and wellbeing services.
- Direct work with parents and carers and support with referrals to relevant services
- Liaison with a wide range of professionals supporting those young people who are referred into and/or are accessing the service including Children Social Care and contributing to child in needs and child protections plans.

The post holder will:

Deliver a range of interventions from brief interventions through to structured extended interventions and specialist treatment interventions.

Form individual care packages that are created, developed, implemented, and evaluated with young people and to empower young people.

The post holder will draw on a multi-disciplinary approach while ensuring high ethical and professional standards of care and practice are always met.

Main Duties and Responsibilities

- Proactively engage with all young people and referrers contacting the service
- Carry out structured holistic assessments of need using established systems and processes that incorporate the signs of safety approach.
- Carry a case load that includes the development, implementation and review of bespoke care packages that address identified needs and risks, this will include delivering the individual brief education, extended structured interventions and treatment using recognised theoretical models.
- Mobilize and co-ordinate all identified relevant services, establish, and maintain effective regular communication/ liaison with all services, individuals and families involved with young people engaged/ referred to the service.
- Attending/ arrange multidisciplinary meetings, including child in need/ child protection conferences, representing the service and young people, and submitting relevant professional reports as appropriate.
- Work with young people in a holistic way ensuring that their needs are met, by raising awareness and delivering interventions in health, wellbeing, social and criminal justice factors including County Lines, CSE, child safeguarding, housing, medical, recreational, educational

and mental health. This includes making referrals to appropriate services, ensuring full engagement, and establishing and maintaining joint working arrangements.

- Help develop and run a range of therapeutic group work activities to support individuals as and when required.
- Encourage and enable the involvement and inclusion of young people in service planning, design, delivery, and evaluation.
- Provide support and consultancy to external agencies in their work with young drug and alcohol users.
- Upload performance monitoring data to relevant portals
- Promote the service through talks, presentations and events to various groups and represent the service as required.
- Observe professional standards of good practice relevant to the circumstances of individual clients.
- Ensure standards and legislative requirements are met.
- Work to Bridge's policy and values in equality and diversity
- Undertake any other tasks in line with this post.

Key Activities

- Recognise indications of substance misuse
- Relate to and interact with our client group.
- Enable individuals to find out more about and use services and facilities.
- Promote choice, wellbeing and protection of individuals.
- Interact with individuals using a range of different methods including video calls, phones, emails, SMS and face-to-face
- Support individuals in distress
- Support individuals experiencing issues due to substance use.
- Recognise the 'signs of safety' and act, accordingly, making appropriate referrals and supporting individuals.
- Support individuals around relationships
- Develop your own knowledge and practice.
- Reflect on and evaluate your own values, priorities, interests, and effectiveness.
- Incorporate new knowledge into practice.
- Contribute to the development of the knowledge and practice of others.
- Support and challenge workers on specific aspects of their practice

- Raise awareness about substances, their use and effects.
- Carry out assessment to identify and prioritise needs and take appropriate action.
- Carry out comprehensive substance misuse assessment.
- Develop, implement, and review care plans.
- Support individuals through detoxification programmes
- Help young people reduce their drug and/or alcohol use.
- Support individuals to undertake and monitor their own health care.
- Counsel individuals about their substance use through recognised theoretical models.
- Help individuals address their offending behaviour.
- Identify and make appropriate referrals to outside agencies and assist in attending appointments.
- Contribute to the development of organisational policy and practice.
- Awareness of workplace policies relevant to work practices to ensure a healthy and safe environment is maintained.
- Ensure own actions reduce risk to health and safety.
- Provide information to support decision making.
- Develop productive working relationships.
- Develop and sustain arrangements for joint working between workers and agencies.
- Facilitate meetings.
- Make use of supervision

Workers should not refuse to undertake reasonable work, which is not specified in this job description, but should record any additional duties which they are requested to perform and bring them to the attention of their line manager.

	Essential	Desirable
Qualifications	<p>A relevant professional qualification (e.g. Degree Youth and Community Work, Social Work)</p> <p>And</p> <p>Minimum 1 years' experience of working with young people with alcohol/drug problems and/or working with young people/children with complex needs in the last year</p>	
Experience	<ul style="list-style-type: none"> • Relevant demonstrable experience of managing a caseload and delivering care-coordination • Evidence of having applied therapeutic skills and experience in assessment, care planning and provision of on-going supportive interventions • Applied knowledge of the range of drug and alcohol related problems and their impact on young people, families and community • Experience of, and ability to, liaise and build positive working links with professionals from a variety of disciplines • Experience of maintaining confidential records and providing information for monitoring and evaluation 	<ul style="list-style-type: none"> • Experience of using electronic patient record management systems

Skills & Knowledge	<ul style="list-style-type: none"> • Knowledge of legislation, guidelines and procedures relating to children and young people including Every Child Matters, Working Together to Safeguard Children Fraser Guidelines and the Common Assessment Framework and Signs of Safety. • Relevant evidence of applied knowledge and skill in counselling young people using recognised theoretical models of interventions • Knowledge of service user involvement in services 	<ul style="list-style-type: none"> • Ability to evidence underpinning knowledge of the DoH “Guidance for the pharmacological management of substance misuse among young people” and relevant NICE guidelines
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	<ul style="list-style-type: none"> • A thorough knowledge and evidence of applying child safeguarding and protection legislation and related procedures, including County Lines and CSE. • Ability to, and evidence of, having worked independently and under pressure, prioritising planning and managing own workload on a day-to-day basis, using effective time management skills • Capable of preparing reports and letters and maintaining a care record to a high professional standard • Ability to communicate effectively both verbally and in writing at all levels, with individuals, groups, organisations and the public • Ability to adapt working pattern and style to provide a flexible and adaptable approach in order to develop and deliver services which are accessible and responsive to the needs of clients • Ability to reflect on and develop own practice 	
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Other	<ul style="list-style-type: none"> • Demonstrable experience of working flexibly, positively and cooperatively within a team • Understanding of the implications of the framework of Equal Opportunities and recognise the value of diversity in the workplace • Willingness to keep abreast of relevant professional developments and to undertake training for the post. • The post-holder is expected to be flexible with regards to working hours in order to meet the requirements of the post • The applicant must be able to work from a variety of locations including where those where access on 	
	<p>occasions may be challenging e.g. client homes (including high rise blocks) community locations etc</p> <ul style="list-style-type: none"> • Willingness to contribute to the training and development of others. • Willingness to contribute to the training and development of others • Willingness to work within a performance managed environment and contribute to performance reporting • Willingness to undertake regular supervision and appraisal in line with Bridge policies and actively participate in own professional/personal development. 	

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| | <ul style="list-style-type: none">• Willing to travel in order to fulfil the requirements of the post• Conform to standards of dress, which reflects a professional service.• Full driving licence and access to a car and requirement to transport young people to appointments (adjustments may be possible where the applicant cannot drive as a result of a disability) | |
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Key Behaviours	Works Proactively Demonstrates initiative, thinks ahead and takes prompt action to solve problems; completes tasks, overcomes obstacles and seize opportunities.
	Leads Change & Improves Performance Responds quickly and positively to change, seeking to continuously improve performance by learning quickly from our mistakes, celebrating our successes and constantly developing our people and processes.
	Demonstrates Creativity & Innovation Applies creative and lateral thinking to organisational issues; challenges the status quo and introduces new ideas, methods and processes.
	Client & Customer Focused Focuses on and understand the needs of internal and external customers, members and other stakeholders and strives to deliver a prompt, effective and personalised service. (For 'customers', please also read members, stakeholders and audiences).
	Influences Others & Communicates Effectively Positively influences others and where appropriate persuades them to change their views, intentions or actions. Listens closely and communicates clearly both verbally and in writing.
	Applies & Shares Expert Knowledge Demonstrates the specialist knowledge and technical requirements of the job. Applies skills and experience to perform the job effectively, completes work to a high standard and shares knowledge across the organisation.
	Works Collaboratively with Others Works collaboratively with others for the good of the business; builds a network of good relationships and develops a thorough understanding of the organisation and the wider sector.
	Values & Respects Others Respects other individuals; listens and takes into account different opinions, feelings and motivations; is trustworthy and acts with integrity; responds and acts constructively towards others.