

## **Job Description and Person Specification**

<b>Job title</b>	Psychological Wellbeing Worker
<b>Project base</b>	York
<b>Hours &amp; salary</b>	37.5 hours per week £23,918 - £26,352 per annum
<b>Accountable to</b>	Community Team Leader

## **About Emerging Futures CIC**

Emerging Futures works nationally with people affected by addiction, encouraging them to make positive changes to their lives.

We believe that no one should suffer the stigma associated with addiction, and that everyone seeking support should feel valued and respected.

We provide homes for people to connect with others and make the necessary changes to move towards independent, healthy living.

Our behaviour change services provide a confidential space to share experiences, and offer practical support to those who want to change.

The Emerging Futures accredited coach training develops the skills of our volunteers, motivating people to give back and reconnect with their community.

## **About the role**

As a Psychological Wellbeing Worker, you will support people at all stages of their recovery journey to improve their psychological wellbeing and develop the skills and determination to achieve their goals.

You will use your psychology and therapeutic counselling skills to encourage people to engage with the recovery process and make positive changes to their lives.

You will work closely with your team and partner organisations to develop recovery services that engage, support and guide people away from addiction towards improved wellbeing free of drug/alcohol misuse and crime.

You may work with colleagues to deliver a variety of wellbeing interventions designed to promote positive behaviour change. Delivery may include group work, as well as structured and non-structured one-to-one work.

You will help people access mutual aid support in the community and get involved in activities that will support their recovery.

You will be required to work flexibly from different sites and be willing to work some evenings and weekends.

## **Principal duties and responsibilities**

### **Supporting those around you**

You will provide coaching, wellbeing support and training to volunteers to ensure they have the right skills and support to deliver services safely and efficiently, allowing them to grow in their role.

### **Service delivery & performance**

You will help deliver a variety of behavioural change interventions, including group programmes, motivational interviewing and contingency planning to ensure we meet client's wellbeing needs.

You will help people overcome their ambivalence to change and encourage them to engage with group work programme and other wellbeing interventions.

You will provide information, training, emotional and practical support to help people move on from treatment services, reintegrating back into the community as fully and independently as possible.

You will work with partners, communities and peer led groups to develop opportunities for recovery, including mutual aid, volunteering, education and employment, and work to raise awareness and increase the visibility of recovery in the community.

You will ensure client records are efficiently, accurately, and professionally recorded and maintained in our data management systems, using appropriate language and terminology.

### **Community engagement**

You will help to raise the profile of EF, promote your service and share examples of best practice with wider audiences.

You will work with local communities, families, employers, training organisations, recovery communities, advocacy, mutual aid and other organisations to develop local recovery networks.

You will take an active role in the wider community and create opportunities for partnership working to make recovery visible, viable and an attractive option for all.

### **Health, safety, and risk management**

You will support the service manager to implement risk and quality assurance procedures.

You will ensure the safety of all staff and service users, and maintain awareness of risks and changes in the working environment. You will contribute to the maintenance and monitoring of health and safety and security policies, systems and protocols.

You will comply with and adhere to serious untoward incident, accident and safeguarding reporting in line with policy and procedures.

You will deal with issues and complaints raised by complying with EF's complaints processes.

## **Generic duties and responsibilities**

### **Confidentiality**

Service user, volunteer and staff information is confidential. It is a condition of employment that staff do not use or disclose any confidential information obtained in accordance with data protection legislation.

### **Code of Conduct**

All staff are expected to adhere to all EF's policies and procedures that establish standards of good practice and follow any codes of conduct which are relevant to their own profession. Staff will promote and ensure adherence to Equality of Opportunity policies and anti-discriminatory practice, demonstrating EF's commitment to valuing diversity.

### **Privacy & dignity**

Staff should respect service user/family/carer's diversity, cultural needs and privacy.

### **Safeguarding**

All staff have a duty to safeguard and promote the welfare of service users, volunteers, their families and carers. Staff have a duty to ensure they are familiar with safeguarding policies, attend safeguarding training and know who to contact if they have concerns about an adult or child's welfare.

### **Health & safety**

EF has a duty of care to employees and will ensure that, as far as is reasonably practicable, adequate training, facilities and arrangements for risk avoidance are in place. All employees are required to comply with relevant Health & Safety legislation and policies relating to Health & Safety and Risk Management

### **Professional development**

Staff must be committed to their professional development and keep up-to-date with relevant developments and legislation in the sector.

## Skills and experience

Essential	Desirable
<p>Experience of delivering group work.</p> <p>Experience of working to motivate and inspire people to make positive changes to their wellbeing and lives.</p> <p>Evidence of managing a client caseload.</p> <p>Effective communicator and experience of different communication styles.</p> <p>Experience of building therapeutic working relationships.</p> <p>Be established in your own recovery, if relevant.</p>	<p>Be working towards a psychology qualification.</p> <p>Be able to demonstrate key counselling skills such as active listening.</p> <p>Evidence of working in the substance misuse sector.</p> <p>Completion of EF coaching training.</p> <p>Experience of working with trauma.</p> <p>PTTLS or equivalent qualification.</p>