**Glasgow Council on Alcohol**

14 North Claremont Street

Glasgow G3 7LE

**0141 353 1800**

**JOB DESCRIPTION**

**JOB TITLE:** **Community Justice Support Worker (Male)**

**JOB GRADE/SALARY:** £21,142 - £23,197 per annum (Pro rata)

**HOURS**: 21 hours per week including some evenings and weekends

(Fixed Term till end of March 2021, subject to satisfactory 6 month probationary period)

**Flexible working, part-time hours, or job-sharing arrangements will be considered for the right candidate**

**ROLE:**

The Community Justice Support Worker will provide 121 support, topic based group work and prison through care in the wider community and primary care settings in Glasgow.

**Main Function / Responsibility**

* The worker will be responsible for the day-to-day delivery of the Community Justice Prison Through care programme including 1-1 meetings in prison and support for the client when liberated.
* There are various aspects of the programme which are aimed at supporting clients to fulfil a conduct or programme requirement as part of a Community Payback Order or Supervised Release Order, as well as offering a focused educational opportunity as directed under a supervising CJSW officer, Procurator Fiscal or Diversion from Prosecution
* Carry a client caseload
* Liaise with other agencies, monitoring of services and contributing to the writing of reports
* Assisting in groupwork

**Reporting Relationships**

The Community Justice Support Worker reports to the Community Justice Service Coordinator.

**Key Result Areas**

* To achieve the targets set down in the local outcome agreement negotiated with the funders.
* To contribute to a positive, supportive and achievement oriented attitude within the group work team as indicated by good timekeeping, low sickness rates, low DNA rates and positive feedback from service users.
* To establish and maintain constructive joint working relationships with other service providers, particularly with Glasgow City Social Work Criminal Justice Services, as indicated by successful cross referrals and positive feedback from other service providers.
* To assist the Community Justice Service Co-ordinator to produce appropriate, accurate reports on the work of the group sessions programme.

**This post is open to men only (exempt under Schedule 9, Part 1 of the Equality Act 2010)**

**PERSON SPECIFICATION**

**Community Justice Support Worker**

**E = Essential D = Desirable**

**Qualifications**

* Group work training  **E**
* Training in alcohol/addiction issues **E**
* Training in criminal justice issue **D**
* Counselling Skills **D**

**Skills**

* Good written and verbal communication skills **E**
* Good interpersonal skills **E**
* Planning and co-ordinating skills **E**
* Time management skills **E**
* Good administrative and IT skills **E**

**Experience**

* Developing and running groups **E**
* Working in the criminal justice field **D**
* Inter-agency working **D**
* Working in the addictions field **D**
* Monitoring, evaluating, report writing **D**

**Knowledge**

* Understanding of criminal justice issues **E**
* Harm reduction approach to alcohol issues **E**
* Knowledge of group dynamics **E**

**Personal attributes**

* Enthusiasm for working in recovery/criminal justice field **E**
* Positive attitude **E**
* Self-directed **E**
* Non-judgemental attitudes **E**
* Flexibility in approach **E**