

TEMPORARY MATERNITY COVER NIGHTLIFE HARM REDUCTION COORDINATOR JOB DESCRIPTION AND PERSON SPECIFICATION

Responsible to: Emerging Trends and Training Coordinator
Salary Scale: £30,000
Working Hours: 35 hours weekly (1.0 FTE) including antisocial hours and weekend work
Office Base: 6 Anchor Close, Edinburgh EH1 1PB, at events at various locations across Scotland or working from home according to COVID19 guidance

Role Purpose:

To lead and manage proactive, assertive Crew nightlife harm reduction and early intervention development to encourage ambition, motivate and support people to make changes to their drug/alcohol use. This will reduce drug (including alcohol) related harm and encourage early access to treatment, improving health and social outcomes for those often furthest from treatment.

DUTIES AND RESPONSIBILITIES

- Deliver assertive outreach in at least 3 nightlife/festival spaces and 3 online events annually: providing harm reduction resources, safer sex materials and safer use items, evidence-based, solution-focussed Brief Interventions, and crisis management.
- Encourage people at events who take drugs to access Crew services, or appropriate services in their local area.
- Encourage uptake of Blood Borne Virus testing and Take-Home Naloxone via the Crew Drop-in, or appropriate services in their local area.
- Lead the effective planning, resourcing, and delivery of Crew outreach services, which are responsive to the needs of people who use drugs and external partners.
- Coordinate and line manage a team of employees, sessional staff, and volunteers.
- Network, liaise and work in partnership with event organisers and relevant stakeholders.
- Responsible for the health, safety, and security of the working environment at events, including risk assessments.
- Responsible for the quality, safety, protection, and security of the service, yourself, staff and volunteers and others whilst working in the field, ensuring that Crew meets legal and statutory requirements.
- Contribute to volunteer induction, training, support, and development in conjunction with other key staff and volunteers.
- Develop new and deliver existing Mental Health First Aid training to people who use drugs
- Work closely with emergency services to ensure safety of participants in the night-time economy and leisure industry.
- Offer drug trend training to Scottish Ambulance Service Clinical Effectiveness Leads - Drug Harm Reduction.
- To work with organisers of unofficial nightlife events to ensure there is a focus on welfare and harm reduction at events through provision of harm reduction resources and where possible assertive outreach and welfare.
- Deliver training to night-time economy and hospitality workforce (bar staff, door staff etc) on drug awareness and crisis intervention including physical and mental health emergencies, sexual violence, and intimate partner violence.
- Provide consultation on welfare and safety improvements within nightlife spaces.
- Survey people participating in the night-time economy to explore health behaviours/trends.
- Produce reports on survey findings, publish via Crew website/social media channels.

- Monitor and evaluate data collected to inform wider service development for Crew in response to the needs of people who take drugs and inform national policy development.
- Work closely with CEO and Emerging Trends and Training Coordinator to develop and maintain a Crew Communications Strategy.

DEVELOPMENT TASKS

- Developing the case for minimum harm reduction standards for event operation and licensing, transferring learning from the Dutch 'Celebrate Safe' partnership model
- Contributing to developing the case for community and event drug checking in Scotland

Person Specification

| Essential | Desirable |
|--|---|
| Previous Experience | |
| <p>Working directly and effectively with people who use drugs, including alcohol</p> <p>Effective event welfare/street work or equivalent life experience.</p> <p>Working effectively in partnership with other organisations</p> <p>Effective, timely, report writing</p> <p>Successful performance management</p> <p>Successful project management</p> <p>Handling child and adult protection concerns and disclosures effectively</p> <p>Working effectively with volunteers</p> | <p>Overseeing a budget</p> <p>Successful social media communication</p> <p>Experience of managing and providing support and supervision to staff and volunteers</p> |
| Aptitude/Abilities/Skills | |
| <p>Lead, motivate and co-ordinate a team</p> <p>Balance competing priorities and a full and complex workload</p> <p>ICT skills including advanced MS word processing and use of databases to enter data and retrieve reports</p> <p>Produce accurate, clear reports within specified deadlines</p> <p>Engage effectively with line management support and supervision</p> <p>Brief intervention skills and experience, including motivational interviewing</p> <p>Presentation and training skills</p> | |

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| Networking and liaison skills | |
| Project planning and organisational skills | |
| Education/Knowledge | |
| Drugs used within night-time economy settings, their effects and harm reduction strategies | Qualification in a relevant discipline, eg: <ul style="list-style-type: none"> • Leadership and Management • Youth Work • Community Education or equivalent working experience |
| Awareness and understanding of stigma and barriers to seeking help experienced by people who use drugs | |
| Continued Professional Development Training in relevant topics | |
| A good understanding of child and adult protection principles and procedures | |
| Attitudes Personality | |
| Willing to work according to Crew's organisational ethos of working with people to effect change | |
| Committed to Crew's organisational values of being: <ul style="list-style-type: none"> • accepting • genuine • empathetic • justice-focussed • accountable | |
| Other | |
| Ability to work flexible hours including nights and weekend with a time off in lieu (TOIL) system | |
| Willingness to travel outside Edinburgh and the Lothians, and occasionally outside Scotland | |

To apply for this post please complete the accompanying application form and return to applications@crew2000.org.uk by **12.00 Noon Monday 26th July 2021**.

Please note that this email address will not be monitored until after the closing date – please contact admin@crew2000.org.uk if you have a query.

Please note that no applications received after this time and date will be accepted. Interviews will take place **Friday 30th July via Zoom or Teams**.

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