

## Support Worker Information Pack

<b>Initiative</b>	Liber8 Lanarkshire: The Beacons Project
<b>Job Title</b>	Support Workers x 4
<b>Located/Base</b>	Across 4 Localities in South Lanarkshire
<b>Hours</b>	35 hrs (may consider job share)
<b>Salary</b>	£26,000.00
<b>Reports To</b>	Beacons Project Manager

### **The Beacons Project**

The Beacons Project operates four recovery-focused venues across South Lanarkshire, providing a variety of support activities and opportunities for individuals and families recovering from alcohol and substance use issues. As part of the Recovery Oriented Systems of Care (ROSC), we offer evidence-based interventions to promote recovery, resilience, and self-determination. This is an exciting second phase of the Beacons. Due to the success of the past four years, we are expanding our team and seeking four dedicated Recovery Support Workers.

We are seeking four passionate Recovery Support Workers to join our dynamic and supportive team. If you are looking for a rewarding career where you can make a tangible difference, this role is for you. You will end each week knowing that your efforts have positively impacted on the lives of our participants.

The postholders, together with their colleagues, will provide a range of support interventions opportunities and activities, including 1-1 sessions with participants. The team will also deliver and host a range of group work programmes and workshop activities suited to locality-based needs and individual Beacons. Crucially, working collaboratively with the participants and those who have joined our volunteer programme in our recovery communities to identify, design and deliver group work and workshops. One aim of the Beacons is to work together with participants to support their social (re)integration, promoting recovery, resilience, and self-determination. You will be engaged in multi-agency working and establishing pathways with other partners and agencies to facilitate people's positive engagement with the Beacons.

### **Liber8 Lanarkshire:**

Liber8 has operated in Lanarkshire for 20 years; our mission is to improve the health, wellbeing and the quality of people's lives, with a particular regard to reducing the negative impact of alcohol and substance misuse on the individual, families and communities.

Our guiding principles, that we believe are essential, are based on the enduring fundamentals of service provision and the ethos held within Liber8, which are open access available to everyone; choice for people using our services; the improvement of the health and wellbeing for all and quality assurance - to provide the best quality service.

We operate in accordance with our values of:

- Passion: engaging emotionally
- Respect: valuing each and every individual
- Compassion: kindness, caring, and genuine willingness, to help others
- Healing: promoting health of mind and body for all
- Empathy: experiencing the feelings, thoughts, and experience, of another
- Caring: promoting health, healing, and the installation of hope
- Recovery: positive recovery and growth for everyone

# Job Description & Person Specification

## Recovery Support Worker: Purpose of Job Role

Liber8 are seeking to recruit 4 experienced Support Workers to join our Beacons team. The key aims and responsibilities are, but not limited to

### Key Aims and Responsibilities

- **Support Interventions:** Provide individualised support including assessments, risk assessment and Recovery Plans with participants to ensure personalised and recovery-focused support. Provide one-on-one sessions with participants. Manage a caseload, liaising with and referring to other professionals, practitioners, and organisations where appropriate.
- **Group Programs:** Develop and facilitate group work programs and activities tailored to the specific needs.
- **Interactions: Supporting Volunteers and Participants:** Provide practical and emotional support to volunteers and participants in their recovery journey. Encourage and support their ongoing development and individual recovery plans. Manage and resolve conflict promptly and raise or report issues appropriately using the correct internal processes.
- **Supervise and support:** Beacons volunteers and peers in carrying out their duties. Assist in preparing volunteers and participants for further opportunities and personal growth. Manage and resolve conflict promptly and raise or report issues appropriately using the correct internal processes.
- **Collaboration:** Work collaboratively with participants and volunteers to design and deliver workshops and group activities including carrying out risk assessments.
- **Community Integration:** Encourage and provide opportunities for participants to engage and focus on their social reintegration, promoting recovery, resilience, and self-determination.
- **Evidence-Based Practices:** Utilise and implement evidence-based interventions to support recovery.
- **Facilitate:** a schedule and range of recovery focused activities including the day to day running of the Beacon
- **Monitoring:** Conduct and collate participant evaluations and feedback/questionnaires to assess the information to identify needs and contribute to reporting of performance.

### Other aspects of the post

- **Promoting Equality and Recovery: Work** with individuals to foster equality and support their personal journey. Empower individuals to develop a sense of control over their lives and their recovery process.
- **Collaboration with Agencies:** Establish and maintain strong relationships with relevant statutory and voluntary agencies. Facilitate individuals' access to The Beacons and support their pathway to recovery.
- **Team Coordination:** Develop and maintain effective working relationships and clear open communication with wider staff team at Liber8 and those working in external agencies. Collaborate effectively with all to ensure high standards of support. Ensure that a positive internal culture is maintained throughout the organisation.
- **Contributing to Initiatives:** Organise, support and contribute to initiatives, events, and networks led by The Beacons and its partners. Actively participate in community engagement and outreach activities.
- **Record Maintenance:** Maintain clear, accurate, and up-to-date individual records. Be familiar with and utilise the data systems. Ensure that all work plans, records and reviews are kept up to date and stored securely and that the electronic recording of performance indicators, statistical returns and monitoring data is carried out regularly and timeously. Provide regular quarterly reports as required.
- **Compliance:** The post holder must be familiar with and comply with the policies, procedures, and guidelines for good practice including HR functions issued by Liber8 and The Beacons at all times.
- **General Duties:** Carry out general duties and other activities relevant to the post as required.

This job description does not represent an exhaustive list of responsibilities and tasks but indicates the main responsibilities required by the employee in this role. The Beacons reserves the right to require employees to perform other duties from time to time and reserves the right to vary or amend the duties and responsibilities of the postholder according to the needs of the organisation's business, in consultation with the postholder.

### QUALIFICATIONS & EXPERIENCE

Qualifications & Experience	Essential	Desirable
▪ SVQ 2/3 in healthcare or relevant demonstrable experience working with people who have alcohol / substance issues	√	
▪ Demonstrates a commitment to supporting recovery from alcohol and/or drugs	√	
▪ Able to work as part of a team.	√	
▪ Experience of providing 1-1 and group work interventions	√	
▪ Good verbal, and written communication skills	√	
▪ IT skills required	√	
<b>Skills, Experience &amp; Knowledge</b>		
▪ At least 12-month experience working in a similar support related discipline or environment	√	
▪ A good understanding of recovery, alcohol and substances use issues and how they affect people		√
▪ Capable of building strong relationships with internal and external partners		√
▪ Experience of supporting people, taking a person-centred approach.		√
▪ Evidence of working with people from varying backgrounds		√
<b>Skills, abilities &amp; aptitudes</b>		
▪ Ability to manage own diary, administrative tasks and day to day work.	√	
▪ Ability to work flexibly and creatively in motivating and supporting participants	√	
▪ Ability to motivate and support volunteers and participants.	√	
▪ Competent IT skills in using Microsoft office for reports, e-mails, calendar and database inputting for monitoring and evaluation of own work.	√	
▪ Ability to successfully facilitate and lead groups.	√	
<b>Work requirements.</b>		
▪ Willingness to cover a wide geographical area	√	
▪ Devise, review and update support plans, record events and observations and keep appropriate records as required in the service.	√	
▪ Full driving license and access to own transport with appropriate business insurance.	√	
▪ Participate in the weekly rota system 5 over 7	√	
▪ This post is subject to Membership of the Protection of Vulnerable Groups Scheme (PVG) and a disclosure satisfactory to Liber8 is required.	√	