

**JOB DESCRIPTION & PERSONAL SPECIFICATION**

**Family Support Practitioner**

**Location:** Glasgow

**Salary:** £28,392

**Hours:** 35 hours per week

1. **JOB TITLE:** Family Support Practitioner

1. **MAIN FUNCTION / RESPONSIBILITY**

FASS is a Glasgow wide charity that supports families affected by a loved one’s alcohol and/or drug misuse. We provide 1 to 1 support to individuals in the community and at our office base. We are looking to expand our Family Support Practitioner Team with a highly motivated, creative, flexible and empathetic person. This individual must be a good communicator and be passionate about supporting people to a better place.

A focus will be on Mental Health, Wellbeing, building resilience and a tool kit to support their loved one on a recovery journey. These sessions may provide emotional support, practical support, information sharing, signposting and supporting people into the community to information events, other charities or into groups. You will liaise with other professionals and benefit from positive professional relationships amongst ADP and recovery communities.

1. **Reporting Relationships**

You will report directly to the Service Manager and provide monthly reports which will be passed to FASS Management Committee and FASS funders.

1. **Responsibilities**
* To support adults who are affected by another’s drug and/or alcohol misuse. D
* To support people to positive outcomes. E
* To work with other professionals to support positive outcomes for people. E
* To establish and maintain constructive joint working relationships. E
* To identify and use tools and resources to support people’s positive outcomes. E
* To signpost and potentially support to other agencies/charity offers. D
* To support people into peer led support groups. D
* To maintain clear and accurate records documenting peoples journey. E
* To represent the service at events when requested. D
* To communicate effectively and be a good team player. E
* To promote, monitor and maintain the Health and Safety, Lone working awareness and security in the working environment and report any concerns. E

**Education/Knowledge**

* Qualification mandatory for practice. E
* SVQ3 level qualification in relevant for role. E
* Relevant professional qualifications. E
* Awareness of factors impacting on and issues facing families (e. g. disadvantage, poverty, disability). E
* Knowledge of safeguarding. E
* Knowledge of legislation relevant to service aims. D
* To contribute to the service development. D

**Experience**

* Experience of supporting people. E
* Experience of applying safeguarding policies and procedures. D

**Skills/Abilities/Personal Attributes**

* Ability to listen and communicate effectively with vulnerable adult and families in crisis. E
* Ability to work as part of a team. E
* Ability to accurately and clearly record case notes deploying the necessary standard of writing and IT skills. E
* Ability to write reports and produce other management information. E
* Ability to analyse and resolve problems occurring in relation to families. D
* Able to recognise the unique potential that individuals from differing backgrounds, experiences and perspectives bring to FASS. E
* Respecting the unique worth of every person. E
* Encouraging people to fulfil their potential. E
* An Empathetic Approach. E
* Ability to use own initiative & proactive. E
* Positive Attitude. E
* Non-Judgemental attitude. E
* Willingness to undertake training and learning opportunities. E
* Available to work flexible, including evening. E
* Self Confidence and awareness. E
* Demonstrates positive values. E
* Must have driver’s licence and access to a car. E

You will subject to a PVG check on taking up appointment.