**MID AND EAST LOTHIAN DRUGS (MELD)**

## JOB DESCRIPTION

**POST:**  **East Lothian GP Outreach Peer Support Worker**

**(35 hours per week)**

**SALARY: £24,879.40 - £25,627.20 per annum**

**RESPONSIBLE TO:** **MELD Senior Peer Support Worker**

The East Lothian GP Outreach Peer Support Worker will be based within various GP surgeries across East Lothian and will work in partnership with the East Lothian Primary Care Nursing Staff managed by East Lothian Substance Use Service.

This post is funded by Midlothian and East Lothian Drug and Alcohol Partnership (MELDAP).

# JOB PURPOSE

The post will provide and promote peer support and recovery services to people recovering from the problematic use of alcohol and drugs. This will be achieved by supporting people in the different phases of their recovery from initial engagement with services and the recovery community through to options for education, training, volunteering and employment.

**SERVICE OUTCOMES:**

The work of the East Lothian GP Outreach Peer Recovery Worker will contribute to the following service outcomes:

* Service users are appropriately supported from their first contact with services through individual and group peer support.
* Service users are supported to access relevant and appropriate services, resources and benefits.
* Services users’ involvement in recovery based services and networks are increased.
* Service users’ sense of wellbeing is improved.

**JOB RESPONSIBILITIES:**

* Provide service user led one-to-one support for clients through promoting choice, well-being and recovery.
* Provide support and advocacy to service users from referral to assessment through to treatment including pre and post residential support.
* Supporting client choice including harm reduction, abstinence and recovery based solutions.
* Be willing to share your own personal experiences of recovery in a safe and appropriate manner that maintains your own recovery and supports others on their own recovery journey.
* Support service users’ access to appropriate services for themselves. Act as an advocate for those who have problems around access and inclusion or, experience any stigma or discrimination associated with their use of alcohol and drugs.
* Provide practical support to people to ensure they make appointments and engage positively with services.
* Support service users to make the best possible use of local services, resources and amenities that meet their own health and well-being needs.
* Support service users to actively engage in the recovery community across East Lothian.
* Provide information about local mutual aid groups and recovery groups.
* Support the development of group based peer support.
* Co-facilitate the delivery of groupwork.
* Collect evidence which demonstrates the impact of peer support.
* Conduct interviews to gather experiential data from clients, staff and family for MAT standards.
* Maintain links with staff from alcohol and drug services, children and families services and promote access to these services.
* Represent the views of people with lived experience on inter-agency working groups and forums as required.
* To fulfil any other duties as discussed with the Project Manager.

**EXTERNAL RELATIONSHIPS**

* At all times present to clients and partners positive and professional image of the role of the peer workers.
* At all times recognise the need to present a positive image of MELD as a key partner agency.
* Develop positive working relationships with all relevant partner organisations.

**PERSONAL RESPONSIBILITIES**

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| ***Criteria*** | ***Essential***  Requirement necessary for safe and effective performance in the job. | ***Desirable***  Where available, elements which contribute to improved/immediate performance in the job. |
| Qualifications | At least one year free of illicit or problematic substance use.  Undertaken Peer Support Training.  Relevant SVQ level 1 qualification or equivalent. | Be working towards, or demonstrate a commitment to achieving or relevant SVQ level 2 qualifications. |
| Experience | Personal experience of using alcohol and drug treatment and recovery based services.  Experience of working as a peer support worker.  Experience of working within the requirements of workplace guidelines and standards.  Experience of working in a one-to-one and group basis.  Experience of acting on behalf of others to support their needs.  Participation in recovery based groups and activities  Experience of working in an environment that requires confidentiality.  Experience of working in an environment that requires clear boundaries  Working in an environment that is health and safety conscious.  Experience of working in an environment that requires working in flexible ways to meet clients’ needs.  Making recommendations to the MELD Management regarding decisions outside delegated authority. | Experience of working with socially disadvantaged and vulnerable adults.  Experience of working with people in a caring or supportive role.  Experience of working in non-traditional work settings.  Experience of supporting clients at home.  Experience of using, or contributing to Outcome Stars. |
| Skills, Knowledge and Abilities | Ability to provide advice and guidance and be able to advocate on behalf of others.  Knowledge of person centred recovery and abstinence based options.  Practical knowledge and understanding of issues experienced by people who use substances.  Understand the role of mutual aid groups.  Ability to let people to lead their own recovery.  Active listening skills.  Ability to communicate effectively with service users and support their personal treatment and recovery goals  Ability to work creatively to overcome problems, to motivate and support peers on their recovery journey.  Ability to support and advocate for individuals who experience stigma and discrimination associated with their alcohol and drug use.  Ability to work as a member of a team.  Ability to use Microsoft office packages. | Understanding of the causes and effects related to alcohol and drug misuse on individuals and families.  Have a good knowledge of East Lothian services for people and families affected by problem substance misuse.  Ability to contribute to training by sharing their experience of the impact on themselves and on others of their substance use.  Understanding what a Recovery orientated System of care (ROSC) is and how its effectiveness can be enhanced through the role of Peer Workers.  Have a full driving licence and access to use of a car. |
| Personal Qualities and Values | Commitment to the idea of building and sustaining a strong and visible recovery community in East Lothian.  Commitment to recovery values and practice.  Commitment to peer support principles, equality and diversity.  Willingness to seek advice from colleagues to overcome problems or obstacles.  A willingness and ability to work flexibly to meet the needs of peers.  Ability to develop positive relationships with others. |  |

**QUALITY SYSTEMS**

* Ensure risks associated with the delivery of service are effectively assessed and managed.
* Comply with all legal and health and safety requirements.
* Comply with service arrangements for lone working including home visits.
* Ensure all routine administrative tasks and record keeping meet service requirements.
* Ensure that the requirements for the protection and safeguarding of vulnerable adults and all statutory guidelines are followed.
* Contribute to gathering evidence for service quality improvement.

**PERSONAL SERVICE AND DEVELOPMENT**

* Actively participate in team meetings.
* Actively participate in one to one meetings.
* Actively participate in agreed training and development activities.
* Take responsibility for own learning and performance.
* Contribute to the training of others

# WORKING ARRANGEMENTS

The East Lothian GP Outreach Peer Support Worker will be responsible to the MELD Senior Peer Support Worker.

Opportunities will be made available to attend courses and workshops which relate to the work of the post holder.

# CONDITIONS OF SERVICE

The East Lothian GP Outreach Peer Support Worker will be salaried at £23,325-24,018 based on a 35-hour working week, and will be paid monthly in arrears.

Additional mileage expenses and essential car users allowance are payable.

The post carries 39 days annual leave per year including public holidays plus birthday. Statutory sick pay will be available during periods of illness.

*PLEASE NOTE: The particulars contained in this job description may be subject to amendment in the light of changed circumstances.*