

Job Description

Drug and Alcohol Link Worker

Job Details

Job Title:	Drug and Alcohol Link Worker
Hours:	37.5 hours per week (<i>flexible</i>)
Salary:	£24,000-£26,800 (based on experience)
Location:	London Borough of Bexley
Reports to:	Deputy Stay Well in Bexley Hub Manager

Background

In response to NHS Long Term Plan priorities and building on established local partnerships and place-based system transformation, our vision in Bexley is to transform our model of mental health and wellbeing care and support over the next 3 years and beyond. We aim to provide accessible, responsive, and inclusive mental health support across the local area. This system-wide transformation will redesign how community mental health services are delivered and experienced, placing communities and individuals at the heart of what we do and how we do it.

The Stay Well in Bexley Hub will sit alongside and compliment those provided by primary and secondary care ensuring that by working together anybody who needs a service sees the right person at the right time, through a single point of entry. Together, we're making sure we're walking alongside people who need support every step of the way, making sure they are ok, making sure they're accessing relevant support and then thinking about their next steps. This delivers against the NHS's vision for mental health care and support through more local, community mental health services and how community services should offer whole-person, whole-population health approaches.

Job Purpose

What can you bring to the transformation?

If you are a proactive change-maker who enjoys big challenges and rewarding work, we can offer a collaborative, supportive working environment, and the opportunity to be at the heart of creating new systems of care and support which go beyond the job description.

The role of a Drug and Alcohol Link Worker has been developed specifically to support people in Bexley reduce risk of harm to self/ others through problematic substance use and engage with local Drug and Alcohol services to achieve recovery outcomes. You will offer a consultative role, offer support to those who are struggling with their substance use and wellbeing, offer advice in relation to recovery services through one to one appointments or joint appointments with their Recovery Coach.

To encourage, inspire, motivate and support people who access the service. Working alongside the team in the Wellbeing Hub and partners as part of the Multi-Disciplinary Team (MDT), you will assist in carrying out a comprehensive and holistic assessment and co-developing a plan to promote the person's ability to engage with appropriate services.

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Key Responsibilities

- Provide recovery-orientated individual support to a caseload of clients, in accordance with their support plan.
- Respond to any developing support needs in a timely manner.
- Support will be provided flexibly in response to the needs of individuals, and is expected to include both practical and emotional support.
- Support clients to represent their views and interests to other professionals and refer/signpost to services where appropriate.
- Provide mentoring and encouragement to clients to help them make progress with their care plan and avoid relapse
- Identify substance misuse presentations and deliver suitable interventions including but not limited to harm reduction, brief alcohol advice and referrals into The Pier Road Project
- Provide support, advice and guidance to the team within The Pier Road Project in relation to accessing mental health and wellbeing services in Bexley
- Promote understanding of the principles of recovery capital model
- Use an outreach approach to assist service users to attend key appointments
- Experience of multi-disciplinary and multi-agency working
- Enable individuals to develop life skills and promote independence in individuals
- Develop excellent relationships with health professionals within the substance misuse team and wider health teams.

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Person Specification

Our duty to quality means we need a workforce that have the mandatory skills, knowledge and attitudes, in which we can continuously adapt to improve service delivery to meet the challenges and changes faced.

Experience	Essential (E) or Desirable (D)
Relevant experience of providing support to individuals with mental health needs.	E
Personal experience of living with poor mental health.	D
Experience of working in drug and alcohol services or other relevant statutory or voluntary organisations	D
Experience of working in partnership with statutory and/or non statutory agencies	E
Skills and Abilities	
Excellent communication and interpersonal skills - listening, written and verbal.	E
An ability to manage conflicting priorities and one's own time with a minimum of supervision.	E
Able to demonstrate a track record of actively encouraging, influencing and supporting people to change their behavior	E
Good organisational skills and a team player.	E
Good knowledge and understanding of housing and resettlement	D
Attitudes	
A personal and professional philosophy which aligns with the vision, mission and values of the organisation.	E
A positive, proactive approach.	E
An approach that is non-judgemental, non-discriminatory and empathetic.	E
Strong personal integrity	E
General	
An ability to travel to venues across London Borough of Bexley	E
Must have access to a vehicle as means of transport.	D
Flexible approach to working evenings	D

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General Responsibilities

The following are applicable to all employees and posts:

Confidentiality

- Ensure accurate and detailed records are kept and to comply with data protection procedures.
- Work with colleagues to ensure effective internal systems including but not limited to maintenance of records and GDPR compliance.

Data Quality

- General administrative duties to include data collection, monitoring and reporting outcomes.
- Ensure ICT systems and data recording systems are used appropriately in line with the organisation's policies and procedures.
- Use database system or an alternative data software (as appropriate) to capture, track and monitor performance

Health and Safety

- Ensure compliance with legal and health and safety regulations, such as the organisation's health and safety policy and procedure.

Marketing and Networking

- To liaise and network with relevant statutory and third sector organisations.
- To promote the service to high-risk groups by linking in with external agencies to build relationships and promote the service offer.
- Promote the organisation to the local community and other organisations.

Policy and Procedure

- To maintain up to date knowledge of legislation, national and local policies.
- To carry out work in accordance with the organisations policies and procedures, current legislation and quality standards.
- To keep up to date with the organisations policies and procedures.

Professional and Personal Development

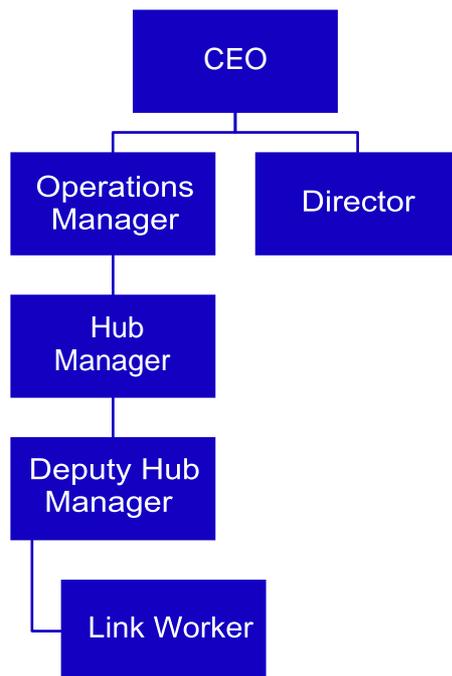
- Be part of a team that builds and sustains a positive, dynamic can-do culture, making the organisation a great place to spend time.
- Attend and contribute to regular team meetings to maintain effective communication and awareness of progress and development within the organisation and in mental health services in general.
- Be prepared for, attend, and engage in staff meetings, supervision, appraisal and training as agreed with the wider organisation and your line manager.
- To work closely with the Management and Senior Leadership Team (SLT).

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Organisational Chart*



Organisational Values

Mind in Bexley have a set of values, vision and mission all of which feeds into the organisation's behavioural framework.

Our Values:

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

Our Vision:

Creating services where people are recognised, valued and supported.

Our Mission:

Provide advice and support to empower anyone experiencing a mental health problem.

We are seeking someone who will lead by example, demonstrating the organisation's behavioural framework:

- Trust and Respect
- Communication
- Responsibility
- Collaboration
- Excellence
- Leadership

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Training and Support

We see training and development as an essential investment in its own future and recognise that carefully planned and well delivered training and development increases efficiency and effectiveness at individual and service levels. All staff receive the following:

- **Annual Leave**
35 days including bank holiday entitlement (pro rata for part time staff).
- **Flexible Working**
Part-time/full time hours available for this post, a combination of office-based, community outreach, remote working and adjustable shifts (if needed).
- **Group & Individual Supervision**
Personalised individual supervision with your line manager, including bi-monthly debrief meetings online or at alternating venues.
- **Induction**
A full induction for your job role and working environment, this includes a specific training programme pending on your role and service area.
- **Learning & Development**
Ongoing investment in professional development, including accredited Continuous Professional Development (CPD) training and recognised mental health courses. All staff are offered the opportunity to become a Mental Health First Aider.
- **Pension Scheme**
A portable pension scheme.
- **Work in your Local Community**
 - Join us and work closely with our external partners to help shape our organisation, contribute to our policies, strategies and future development and help those who are suffering with their mental health and wellbeing.
 - Staff discounts
- **Staff Health and Wellbeing**
 - Opportunity to engage in wellbeing activities and support
 - Access to free digital counselling and support

Further Information

These duties are intended to be a guide to the post* and should not be considered exhaustive. The role is subject to review, depending on the needs of Mind in Bexley. The post holder will be encouraged to participate in any such review.

New employees will be subject to a six-month probationary period and will be subject to an enhanced Disclosure and Barring Service (DBS) check.

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**Hours may change depending on the need i.e., covering absence, annual leave and sickness and will be reviewed regularly during supervision.*

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Conditions of Employment

New employees will be subject to a six-month probationary period and will be subject to an enhanced Disclosure and Barring Service (DBS) check and references.

To apply, please check our website:

[Work for us – Mind in Bexley](#)

For any enquiries or questions, please email:

recruit@mindinbexley.org.uk

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