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**Bristol Drugs Project**

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| **Job Title:** | **Alcohol Interventions Worker** |
| **Service:** | **Bristol Recovery Orientated Alcohol and Drugs Service (ROADS)** |
| **Reports to:** | **Accountable to the Chief Executive through the Director of Operations. Supervised by the Alcohol Interventions Team Leader** |

**Purpose of role:**

Alcohol Interventions workers are based within the Early Engagement & Interventions (EEI) Team at BDP. They deliver a new, easy-access service for people who would like to make changes to their alcohol use.

Alcohol Interventions workers will work to rapidly engage and deliver a suite of agreed and evidence-based interventions to people wishing to make changes in their use of alcohol, reducing harm to themselves, their loved ones and the wider community.

The service is time-limited and goal-focused. People may choose to engage with sessions over the phone, face to face or online.

Alcohol Intervention Workers will provide a welcoming, flexible and non-judgemental approach to encourage change. They will use motivational techniques to support goal setting and a framework to achieve chosen outcomes within a limited time period.

The service will be designed to meet the needs of a range of people and as such, will include some weekend and evening working.

**Job Description:**

1. **Principal Accountabilities**

1.1.To respond quickly to referrals from a variety of sources; including GPs, other professionals and to self-referrals, and to ensure that people are seen at the time and in the venue that suits them best.

1.2. To undertake an initial assessment of alcohol use to confirm an Audit score of less than 20, and establish SMART goals.

1.3. To make onward referrals within ROADS if dependent alcohol use, or other complexities are indicated.

1.4. To give evidence-based harm reduction information at assessment as needed, including issuing naloxone if opiate use is also indicated.

1.5. To provide 3-6 individualised sessions of Alcohol Brief Interventions to build confidence and capability to reduce, take a break or stop problematic alcohol use.

1.6. To be competent in the use of motivational techniques to retain engagement, meet challenges and secure agreed outcomes for individuals.

1.7. To provide accurate and evidence-based information about alcohol use and its consequences if appropriate within the treatment period.

1.8. To refer service users appropriately to other agencies (within and beyond Bristol ROADS), and to liaise with such agencies as needed.

1.9. To provide solution-focussed and crisis interventions if required.

1.10. To use care planning tools to agree ongoing treatment targets if needed with service users.

1.11. To use risk tools and make appropriate adult and child safeguarding referrals as needed.

1. **General Duties**
   1. . To be proactive in reviewing and evaluating own performance and identifying and acting on areas for improvement and development.
   2. . To maintain timely and appropriate records (both electronic and manual), within required timescales.
   3. . To attend such internal and external meetings as directed, this includes supervision, team and agency meetings.
   4. . To take all reasonable steps to comply with the Health & Safety at Work Policy.
   5. . To work within the framework and spirit of the agency's Equalities, Diversity & Inclusion Policy and to engage in actively promoting the Policy within the Project, and in all dealings with other agencies.
   6. . After reasonable consultation, to undertake any other task which is necessary, if called to do so by the Director of Operations.
2. **Dimensions**
   1. **Finance**

3.1.1. No budgetary responsibilities.

**3.2. Staffing**

3.2.1. Working within a team of Alcohol Intervention Workers and alongside the wider EEI Team, but largely working alone.

**3.3. Environment**

3.3.1. Interventions will be delivered in a variety of settings including GP surgeries, other community buildings, BDP and online.

3.3.2. Hours of work: **37.5 hrs per week**. As per contract of employment. BDP’s core working hours for all posts are **Monday – Saturday, 9am - 8pm**. For this role workers will need to commit to a regular late slot to meet the needs of service users in work. This will be negotiated and agreed with workers around their commitments.

3.3.3. Travelling to and from GP Practices and other community venues in Bristol is an integral part of the role.

3.3.4. Interventions will not be delivered in service users’ homes unless there are exceptional circumstances. If this is needed, BDP’s Lone Working Policy will be followed.

1. **Technology**

4.1. A standard level of involvement with office equipment.

4.2. Competent routine daily use of and inputting into ROADS electronic case management system.

1. **Supervisory Responsibilities**

5.1.1. No staff supervisory responsibilities.

**5.2. Contacts**

5.2.1. Across BDP: all staff and volunteers.

5.2.2. External to BDP: Other drug and alcohol service providers within and outside of Bristol ROADS including, General Practitioners, social workers, probation officers, and a wide range of generic and community services.

1. **Scope for Impact**
   1. Decisions that can only be made with reference to line management.

6.1.1. Policy changes; anything which would significantly impact on the rest of the organisation; anything with financial implications; significant service development; representing the agency to the media or other organisations.

6.2. Decisions that can be made without reference to line management.

6.2.1. Detailed operational issues and organisation/prioritising of work.

1. **Special Notes or Conditions**
   1. An enhanced Disclosure and Barring Service check is a prerequisite of offer of employment.
   2. . Post-holders are required to have a Hepatitis B vaccination.
   3. This is a post in a developing service, which involves a wide range of agencies. The priorities for this role will be under review and may change as the service develops requiring flexibility from the post holder.

**Person Specification:**

**Alcohol Interventions Worker**

**The person appointed to this post will be able to demonstrate that they have acquired, (or where appropriate have the potential to develop) the following:**

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| **Essential criteria** |
| *Personal Qualities*   * Non-judgemental approach * Welcoming * Empathy * Commitment to empowering service users. * A profound belief in an individual’s capacity for change and an ability to motivate others to change. * Capacity to handle responsibility and remain enthusiastic and motivated working with people with complex needs. |
| *Competencies and Skills*   * Strong engagement skills, demonstrating flexibility, persistence and imagination in engaging service users. * Good communication and key working skills. * Ability to liaise effectively with other organisations including GPs and other health professionals. * Brief Intervention skills and experience e.g. Motivational Interviewing, brief solution focussed therapy, contingency management and use of ITEP style interventions. * Good reasoning and numeric skills. * A good standard of IT skills. * Problem solving skills. * Planning and organisational skills. |
| *Experience & Knowledge*   * Minimum of 1 years’ relevant experience, of working directly with people whose drug or alcohol use is problematic. * Knowledge and understanding of effective treatment interventions for alcohol users. * Proven ability to build relationships, and to work collaboratively and successfully in a team environment across sectors and agencies. * Proven ability to promote and apply good practice in equality and diversity. * Proven ability to operate risk management and safe working practices in working with vulnerable clients. * A solid understanding of the change process and a commitment to achieving ambitious outcomes with service users. |
| *General*   * Ability to travel around the city to fulfil the role requirements. |
| **Desirable criteria** |
| * Past personal treatment **experience** of problematic alcohol/drug use with 2 years out of treatment in the community. * Experience of working with evidence-based and time-limited interventions. * Relevant qualification (DANOS recognised), e.g. Substance Misuse Qualification, Social Work, Nursing, Relevant NVQ (Level 3 or higher). * Experience of working with people who use alcohol problematically * Fluent in a South Asian, East European or other language widely spoken by Bristol’s population. |