

<p>CAVDAS CARDIFF AND VALE DRUG AND ALCOHOL SERVICE</p>	<h1>Job Description / Role Profile</h1>
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Peer Recovery & Aftercare Worker – Weekend Worker

Reports to:	Peer Recovery Team Leader
Location:	<p>CAVDAS delivers from a range of sites, including:</p> <ul style="list-style-type: none"> • 7 St Andrew's Pl, Cardiff CF10 3BE • 2-10 Holton Rd, Barry CF63 4HD • The Recovery centre, 218 Cowbridge Rd E, Cardiff CF5 1GX • 232 Holton Rd, Barry CF63 4HS • 94 Neville St, Cardiff CF11 6LS <p>Main place of work:</p> <ul style="list-style-type: none"> • The Recovery centre, 218 Cowbridge Rd E, Cardiff CF5 1GX
Hours:	7.5 per week
Salary/ Grade	£24931 - £27053 pro rata (Actual £4986 - £5411 per annum)
Contract Type:	Permanent subject to funding

Background to CAVDAS:

The CAVDAS Alliance brings together the skills, experience, and expertise of three Welsh substance use organisations – Barod, Kaleidoscope and Recovery Cymru – and the Cardiff and Vale Area Planning Board. CAVDAS was formed to deliver innovative services based on the needs of the people in Cardiff and Vale. This unique arrangement for Welsh services allows space for the voices of people using services to be heard and for their needs to be met in the ways that work for them. That way, we can continue to further develop services as required.

We exist to make sure every individual can get the support, information and advice they need regarding their own or someone else's drug and alcohol use. We support every age group and people can get in touch with us directly or via a professional referral. We call this our 'No wrong door' approach: however, and whenever people get in touch about any drug and alcohol concerns, we'll know how to help. We believe the best services are produced together with the people who need them and who have first-hand experience of what works well. This is how we develop our services and why we have a strong, professional peer support team who are a very important part of our approach.

You can find out more about CAVDAS at www.cavdas.com

The CAVDAS Peer Recovery Team

This role sits within the CAVDAS Peer Recovery Team which seeks to ensure peer support is available to people accessing CAVDAS at all stages of change and recovery. The team offers:

- 1:1 peer support
- Groupwork
- Peer support for people accessing treatment services, preparing to access or at risk of dropping out
- Recovery and aftercare programmes, including a community rehab programme
- Voices Action Change – coproduction and service user involvement
- Community connections
- Volunteering
- Co-delivery and a pathway to the wider Recovery Community via the recovery centre

Purpose of the role:

You will be part of a team of 5 peer recovery and aftercare workers. Your hours form part of a job share and we want to focus them on offering peer support where there are current unmet areas of demand, as well as the most positive experience for you. Your hours will primarily be based on weekends and / or evenings. In the first instance, we would like you to work on a Saturday, enabling you to offer:

- 1:1 peer support appointments and phone support
- Groupwork
- Phone support
- Contributing to the running of the recovery centre

In the coming months, we will run the community rehab programme on a weekend and when we do your 1:1 and groupwork will be directed towards that.

This is an exciting and varied role, offering essential support at times when traditional support is not available. We take our staff wellbeing and experience seriously and will seek to ensure you have clarity and structure to your hours and feel connected to the wider team. You will also have regular colleagues who work at the same times as you.

Our peer support model is based upon C.H.I.M.E. – connection, hope, identity, meaning and empowerment. This is not a counselling or treatment role. It is essential that you are both able to build rapport and work with individuals from all backgrounds in a non-judgemental and supportive way.

Critically, you will embody and represent the RC recovery community ethos and model and will operate at the interface between CAVDAS treatment services, the recovery community and recovery supportive community assets. Volunteering is central to the peer model, and you will work closely with evening volunteers, offering support, and 'on the job' skills development. You will support the work of Voices Action Change to ensure service users across the system design, deliver and monitor the work of CAVDAS.

We are looking for people with lived experience of overcoming issues with alcohol and / or other drugs, in a place of stability to enable you to support others. We have a strong focus on recovery, wellbeing, and training for our staff, taking our responsibility as an employer seriously. Recovery support is built into our staff approach.

SPECIFIC RESPONSIBILITIES

- Inspire, encourage, and support people as they seek peer support to make and maintain long term change
- Deliver one-one and group support using a variety of methodologies: - online, phone, text, video, and face-face
- Deliver structured recovery coaching (training provided)
- Signpost to & liaise with external agencies including, but not limited to, specialist substance use services, mental health, sexual health, housing, debt and finance.
- Be responsible to recording all work on relevant databases

General

- To work with and communicate effectively with colleagues to ensure thorough planning, delivery, monitoring and achievement of the aims and objectives of the CAVDAS contract associated with this post
- Communicate Recovery Cymru and CAVDAS visions and deliver upon the model, ethos and philosophy
- Be responsible for dealing sensitively with the range of complex and challenging issues members may present.
- Effectively manage own time and prioritise workload, maintaining own administration and accurate personal records regarding travel, diary appointments, TOIL, and expenses incurred (to an agreed level)
- Such other duties as may from time to time be reasonably required

Compliance and Information Management

- Ensure appropriate records and case notes are completed and maintained.
- Ensure the undertaking of appropriate monitoring, review and evaluation procedures.
- Adhere to safeguarding and data protection principles in working practice.
- Adhere to host organisation and CAVDAS policies and procedures.
- Maintain appropriate boundaries.
- Engage with Learning and Development Plans to ensure training remains up to date
- Keep up to date with strategic and policy developments and emerging trends

in respect of substance use and related matters.

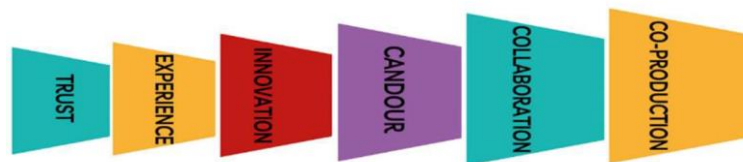
- Undertake relevant administrative tasks, keeping thorough records and providing reports to an agreed standard, ensuring the confidentiality of all records is maintained and all GDPR practices are followed

Professional Development

- As this is only a 7.5hr a week post, we appreciate it will be hard to commit to all staff sessions, away days etc. Overtime will be offered for certain sessions.
- Ensure professional development by seeking annual appraisals and participating in the peer workforce staff programme.

Vision and Values

The post holder will be expected to adhere to and embody Alliance values of TRUST, EXPERIENCE, INNOVATION, CANDOUR, COLLABORATION AND CO-PRODUCTION in their day-to-day activities working towards the Alliance outcome framework and as part of a wider team.



“The Whole is greater than the sum of its parts”.

PERSON SPECIFICATION:		
	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> • Expected to meet basic skills in numeracy and literacy. • Expected to meet basic IT skills 	<ul style="list-style-type: none"> • PTTLS / AET or other equivalent group work facilitation • ASIST (Applied Suicide Intervention Skills Training)

<p>Experience/ Knowledge</p>	<ul style="list-style-type: none"> • Lived experience of overcoming issues with substance misuse • Demonstrable experience and competence in working (paid or unpaid) in the substance use field or similar environment • Demonstrable experience of delivering structured group work or transferable skill • Demonstrable experience of offering 1:1 support to a vulnerable group • Demonstrable interpersonal skills to build relationships and work collaboratively with a wide range of individuals and groups. • Ability to innovate, creatively plan and deliver activities to meet the needs of an identified group • Awareness of trauma informed practice • A positive and non-judgemental attitude and the ability to work in a non-discriminatory framework • Supports a recovery and harm reduction ethos • Ability to maintain confidentiality and work in a positive and non-discriminatory framework • Willingness to seek advice from team members when needed 	<ul style="list-style-type: none"> • Experience of undertaking assessment of needs, brief interventions, screening and feedback • Previous experience of delivering peer-led support / mutual aid / self help • Trained in ACE and / or trauma informed approaches • Knowledge of sexual health and mental health awareness and harm reduction initiatives.
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<p>Role specific requirements</p>	<ul style="list-style-type: none"> • Basic IT skills: competency in Microsoft Word, Outlook, Excel or ability to learn within a given timeframe • Be able to work on own initiative and able to support individuals confidently • Prepared to undertake enhanced Disclosure and Barring Service (DBS) vetting. • Willingness to travel across Cardiff & The Vale. • Flexibility to work at multiple locations and flexible working hours to suit demands of the role. 	<ul style="list-style-type: none"> • Full, current driving licence and use of a car which is insured for business use.
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ADDITIONAL INFORMATION

This post has been identified as requiring evidence of BBV immunisation status to carry out the role effectively. The role may require the post hold to undertake Dry Blood Spot Testing/ Substance Use Testing/ Working in Needle Exchange or is a clinical role and therefore CAVDAS wishes to ensure that staff are not at risk of infection or transmission of a disease that may affect their own or patient safety. Staff will therefore need to evidence their immunisation history, exemption, or non-responder on commencement of employment or at routine intervals at the request of the Alliance.

The post holder will be expected to work in line with the Social Services and Well Being (Wales Act) 2014, and the Violence Against Women Domestic Abuse and Sexual Violence (Wales) Act 2015 to ensure safeguarding of individuals (adult and children) is at the heart of delivery. A good understanding of confidentiality and information sharing legislation is required with the confidence to act professionally and seek guidance and support from line management and colleagues where appropriate.