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

## JOB DESCRIPTION

**POST:**  **East Lothian Recovery Hub Peer Support Worker**

**(35 hours)**

**SALARY: £15,633 - £16,387**

**RESPONSIBLE TO:** **Project Manager**

The East Lothian Recovery Hub Peer Support Worker will be based in the Esk Centre in Musselburgh and will work at various locations across East Lothian.

This post is funded by Midlothian and East Lothian Drug and Alcohol partnership for a 12 month period. It is hoped that following a positive evaluation of the service, the post will be extended.

# JOB PURPOSE

The post will provide and promote peer support and recovery services to people recovering from the misuse 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:**

It is anticipated that the work of the East Lothian Recovery Hub Peer Support 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 is increased.
* Service user’s 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.
* Promote 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 user’s access to appropriate services for themselves and acting as an advocate for those who have problems around access and inclusion.
* 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.
* Maintain links with staff from alcohol and drug services, children and families services and promote access to these services.
* Participate as a member of the team in the Gateway to Recovery drop-ins.
* At all times present to clients and partners positive and professional image of the role.
* Develop positive working relationships with all relevant partner organisations.
* To fulfil any other duties as discussed with the Project Manager.

**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.  NVQ or equivalent in Health or Social Care. |
| Experience | Personal experience of using alcohol and drug treatment and recovery based services.  Experience of working/volunteering with people in a caring or supportive role.  Experience of working with others to support their needs. | Experience of working/volunteering with socially disadvantaged and vulnerable adults.  Participated in recovery based groups and activities.  Experience of working/volunteering in an environment that requires confidentiality.  Experience of working/volunteering in a one-to-one and/or group basis. |
| Skills, Knowledge and Abilities | Ability to provide information and guidance to support individuals make informed choices. Awareness of person centred recovery and abstinence based options.  Ability to support people to lead their own recovery.  Effective listening skills.  Ability to communicate effectively  Ability to support the personal treatment and recovery goals of service users.  Ability to work creatively to overcome problems.  To motivate and support peers on their recovery journey.  A willingness to support individuals who experience stigma and discrimination associated with their alcohol and drug use.  Ability to work as a member of a team. | 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.  Understand the role of mutual aid groups.  Basic computer/word processing skills.  Have a full driving license 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**

* Comply with all legal and health and safety requirements
* Comply with service arrangements for lone working
* Ensure all routine administrative tasks and record keeping meet service requirements
* Comply with Adult Protection Policies. 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 Recovery Hub Peer Support Worker will be responsible to the Project Manager of MELD whilst working under the supervision of 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 Recovery Hub Peer Support Worker will be salaried at £15,633 - £16,387 and will be paid monthly in arrears.

Travel expenses and essential car users allowance is payable.

The post carries 25 days annual leave per year plus public holidays. 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.*