

## Job Profile comprising Job Description and Person Specification

### Job Description

<b>Job Title:</b> Early Intervention Substance Misuse Worker	<b>Grade:</b> S02
<b>Section:</b> Early Help	<b>Directorate:</b> Childrens Services
<b>Responsible to following manager:</b> Sally Murrow	<b>Responsible for following staff:</b> N/A
<b>Post Number/s:</b>	<b>Last review date:</b> Jan 24

#### Working for the Richmond/Wandsworth Shared Staffing Arrangement

This role is employed under the Shared Staffing Arrangement between Richmond and Wandsworth Councils. The overall purpose of the Shared Staffing Arrangement is to provide the highest quality of service at the lowest attainable cost.

Staff are expected to deliver high quality and responsive services wherever they are based, as well as having the ability to adapt to sometimes differing processes and expectations.

The Shared Staffing Arrangement aims to be at the forefront of innovation in local government and the organisation will invest in the development of its staff and ensure the opportunities for progression that only a large organisation can provide.

### Job Purpose

The **Substance Misuse Outreach Worker** is responsible for providing specialised support, harm minimisation and early targeted interventions to young people in the community experiencing substance use disorders, including drugs, alcohol, vaping, and smoking cessation while also addressing co-occurring risky behaviours.

The post is located within Family Hubs, early help services, alongside community youth services, contextual safeguarding teams, Youth Justice Services, and targeted youth support teams.

## Specific Duties and Responsibilities

1. To work as a member of the community youth service, reporting directly to the Sabrina Small, Hours are 36 per week, to be worked flexibly so that evening work is possible.
2. To work with young people aged up to 18 (or up to 25 for identified vulnerable young people and transition cases, Children looked After/ Care Leavers and SEND) living in or attending school in the London Borough of Wandsworth.
- 3.
4. To receive referrals from the local community, health, youth centres, voluntary and community sector, and education settings. To be responsible for identifying through outreach and building relationships, young people with substance misuse and alcohol misuse issues, developing and delivering suitable interventions to address identified issues.
5. Conduct comprehensive assessments of young people's needs to understand their substance use history, including alcohol and vaping, and their smoking habits, and to co-produce an appropriate strengths-based recovery plan.
6. Develop personalised treatment plans that encompass both substance misuse, vaping addiction, and smoking cessation goals, tailored to the unique needs of young individuals.
7. To provide an assertive outreach model to identify young people who are dependent on substance misuse (drugs, and alcohol), vaping, cannabis tobacco smoking but are not engaged with treatment services.
8. Deliver age-appropriate specialist treatment and support using evidence-based techniques such as counselling (talking therapies), motivational interviewing, cognitive-behavioural therapy (CBT), and harm reduction, with a focus on addressing substance use, vaping, and tobacco use.
9. Incorporate substance misuse, alcohol, smoking and vaping addiction education and interventions into youth-specific group therapy sessions and individual treatment or counselling sessions.
10. Provide information and guidance on the health risks associated with substance misuse (drugs and alcohol) vaping, and smoking, emphasising the vulnerabilities of young people.
11. Stop Smoking - Administer and monitor the use of nicotine replacement therapy (NRT) or vaping cessation medication, ensuring they are suitable for young clients.

12. Substance Misuse – **The post will be responsible for delivering harm reduction, brief intervention, and substance misuse treatment (Tiers 2 and 3 treatment) to young people living in or attending school in Wandsworth.**
13. To screen all young people referred, for drug and alcohol use using the Drug Use Screening Tool (DUST). Ensuring all information is recorded on the relevant recording system.
14. Collaborate closely with interdisciplinary youth support teams, schools, and parents or guardians to ensure a comprehensive approach to addressing substance misuse (drugs and alcohol), vaping addiction, and smoking cessation.
15. Maintain accurate and confidential client records, including progress notes related to substance misuse (drugs and alcohol), vaping and smoking cessation efforts.
16. Stay informed about the latest research, trends, and best practices in addressing substance misuse (drugs and alcohol), vaping addiction, and smoking cessation usage among young people.
17. Participate in ongoing training and professional development related to young people's specialist substance misuse treatment, vaping, and smoking cessation strategies.
18. To provide guidance to workers internally and externally on identifying and supporting clients with drug/alcohol issues, including training on DUST screening and drug/alcohol awareness and parental drug/alcohol use
19. To work alongside the substance misuse workers in the youth justice, social services, and edge of care services to ensure cohesion in the delivery of substance misuse services across the council.
20. To record cases on the appropriate case monitoring system and report relevant cases on the National Drug Treatment Monitoring System (NDTMS) for national and local monitoring and reporting.
21. To participate in training staff within Children's Services and Early Help to ensure that they are adequately trained in completing the DUST Screening Tool.
22. To work with young people and their families on a proactive basis, working flexibly and responding to need and changes in need. This includes service provision on the Wandsworth Youth Bus. Service delivery will be in the community, including secondary schools or local youth provisions.
23. To participate in a duty system which could result in some evening and weekend work.

24. To offer a service which is consistent with the Authority's policies on equality, diversity, and inclusion. Recognition of intersectionality and the impact this has on life chances for children we serve.
25. To advise and assist workers in other Council Departments in a sensitive and enabling way, when appropriate.
26. To keep case files in good order and record work in a manner which is consistent with council practices and policies.
27. To observe rules of confidentiality, unless there is an identified risk of harm to the young person or another individual.
28. To represent the substance misuse work within the council at relevant forums and meetings.
29. To undertake such training courses as required in order to remain up to date with relevant legislation.
30. To conform to the Authority's Health and Safety regulations

**Other duties as appropriate.**

31. To be fully aware of and understand the duties and responsibilities arising from the Children Act 2004 and Working Together to Safeguard Children 2013 in relation to child protection and safeguarding children and young people as this applies to your role within the organisation; and be able to implement these effectively.
32. To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to your work role and be able to implement these effectively.
33. To ensure that your line manager is made aware and kept fully informed of any concerns which you may have in relation to safeguarding and/or child protection.
34. This job description is intended to give the post holder an indication of the main duties involved but is not an exhaustive list.

## **Generic Duties and Responsibilities**

- To contribute to the continuous improvement of the services of the Boroughs of Wandsworth and Richmond.
- To comply with relevant Codes of Practice, including the Code of Conduct and policies concerning data protection and health and safety.
- To adhere to security controls and requirements as mandated by the SSA's policies, procedures and local risk assessments to maintain confidentiality, integrity, availability and legal compliance of information and systems
- To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and working to create and maintain a safe, supportive and welcoming environment where all people are treated with dignity and their identity and culture are valued and respected.
- To understand both Councils' duties and responsibilities for safeguarding children, young people and adults as they apply to the role within the council.
- The profile is not intended to be an exhaustive list of the duties the post holder will carry out. Other reasonable duties commensurate with the level of the post, including supporting emergency and priority situations, will form part of the role.

## **Understanding of the Council's Equal opportunities Policies.**

1. Understanding the need for:
  - (a) a Council race policy on service delivery;
  - (b) commitment to equal opportunities in employment;  
(Covering race, gender, sexual orientation, and disability)
  - (c) promoting equality of opportunity and anti-racist practice in the provision of services and employment of staff.

## Person Specification

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<b>Section:</b> Early Help	<b>Directorate:</b> Children Services
<b>Responsible to:</b>	<b>Responsible for:</b> N/A
<b>Post Number/s:</b>	<b>Last Review Date:</b> January 2024

### Our Values

THINK BIGGER

EMBRACE DIFFERENCE

CONNECT BETTER

LEAD BY EXAMPLE

PUT PEOPLE FIRST

Our Values are embedded across the SSA and throughout all roles and responsibilities at all levels of the organisation. Please [familiarise yourself with our values](#) as they are an integral part of our recruitment and selection process.

Person Specification Requirements			Assessed by A/I/T/C (see below for explanation)
Knowledge	Essential	Desirable	Assessed
Proficiency in evidence-based practices for addressing substance misuse, vaping addiction, and smoking cessation among youth.	X		A,I
Knowledge of relevant regulations governing youth substance misuse, vaping addiction, and smoking cessation services.	X		A, I
Understanding of the nature of drug dependency and the relationship between substance use and mental health conditions.		X	A,I
Experience	Essential	Desirable	Assessed
Experience of working with young people experiencing trauma, and substance misuse, and their families	x		A,I
Experience of delivering targeted substance misuse interventions, tier 3 treatment, harm minimisation and	X		A

support to young people is essential requirement for this role. Training for Smoking and vaping interventions can be provided.			
Training/ qualifications in relation to substance misuse and support to clients experiencing this.	X		A
Experience of working with people impacted by addiction/ substance misuse, trauma.		X	A
Experience working in a systemic model of practice or with principles of systemic practice.		X	A,I
Experience of working across children's services (including schools and colleges) to support the identification of young people in need of support for substance use / misuse interventions.		X	A
<b>Skills</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessed</b>
Strong interpersonal and communication skills tailored to effectively engage and motivate young clients facing multiple challenges.	X		A,I
Ability to create and implement developmentally appropriate treatment plans that incorporate strategies for addressing substance misuse, vaping addiction, and smoking cessation in youth.	X		A
Compassion, empathy, and a youth-centred approach to clients dealing with complex substance use, stop smoking, and vaping addiction issues.	X		A
Can provide practice examples which demonstrate knowledge of the Children Act.	X		A
Evidence understanding of contextual safeguarding issues and risks outside of the home.	X		A,I
Skills in being able to effectively relate to and engage with young people experiencing exploitation and/ or substance misuse, and their parents.		X	A,I
Ability to develop intervention and treatment plans for young people.		X	A
Can provide practice examples of working in an anti-discriminatory way with young people.	X		A,I
<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessed</b>
Qualified: certification in counselling, psychology, teaching, social work, youth work or substantial experience in a relevant field.	X		A,C
Certification as a substance abuse counsellor, with a specific focus on youth treatment.	X		A,C
Specialised training or certification in addiction counselling, smoking cessation, and interventions for young people.	X		A,C

**A – Application form / CV**

**I – Interview**

**T – Test**

**C - Certificate**