

Job Description and Person Specification

Job title	Change Champion (Criminal Justice)
Project base	Leeds, West Yorkshire
Hours & salary	15 hours per week £10,166 per annum
Accountable to	Community Team Leader

About Emerging Futures CIC

Across Leeds, Emerging Futures supports adults involved with the criminal justice system by providing safety and recovery through housing, therapeutic programmes and peer led coaching.

We believe that no one should suffer the stigma associated with offending and that everyone seeking support should feel valued and respected.

We provide homes for people to connect with others and make the necessary changes to move towards independent, healthy living.

Our behaviour change services provide a confidential space to share experiences, and offer practical support to those who want to change.

The Emerging Futures accredited coach training develops the skills of our volunteers, motivating people to give back and reconnect with their community.

About the role

As a Change Champion, you will work in partnership with Change Grow Live to support people accessing our service in a person-centred way. You will also co-facilitate behaviour change programmes to people engaged in the Criminal Justice System.

Across the City of Leeds, the service provides a positive, supportive environment where individuals can work together to foster hope, motivation, and lasting positive change.

You'll promote wellbeing and recovery, using your skills and experience to inspire others to live healthy lifestyles free from crime and addiction.

Additionally, you'll collaborate with partner organisations, clinicians, and other support networks to create a comprehensive recovery system that helps individuals transition from prison and addiction to sustainable recovery, reducing drug and alcohol use and crime.

Principal duties and responsibilities

Supporting those around you

Support volunteers, Recovery Coaches and IOM colleagues to co-deliver the service.

Support the wellbeing of all volunteers, mentors, advocates and coaches within the partnerships we are involved in.

Service delivery & performance

Build professional, supportive relationships with those accessing our services, helping them make positive changes in the community.

Identify aftercare pathways which support service users in developing strong links with the greater community including mutual aid.

Alongside all Emerging Futures staff, promote the message of hope, recovery capital, visible assertive linkage, collaborative working, and meaningful reintegration into the community.

Work with CGL staff and partners to ensure individuals are ready and motivated to participate in interventions.

Provide 1-2-1 structured and ad hoc psychosocial support.

Support engagement to mutual aid and other behaviour change communities.

Help the wider team achieve outcomes in areas like harm reduction, wellbeing, social connections, employment, self-care, and mental flexibility.

Work with families, carers and others involved with service users, including in group sessions.

Co-facilitate the Foundations of ReHab and other unstructured programmes in collaboration with Emerging Futures and CGL colleagues.

Community engagement

Develop strong partnerships with community agencies, housing providers, and treatment services.

Promote services through various communication and media channels to raise the profile of Emerging Futures (EF) and share good practices widely, including with employers and recovery communities.

Collaborate with local communities, employers, and recovery groups to build resources supporting harm reduction, recovery, wellbeing and employment.

Help the wider IOM team strengthen relationships with both service users and community partners.

Lead by example in showing that behaviour change and recovery is possible and motivate others.

Health, safety, and risk management

Promote and ensure adherence to Equality of Opportunity policies and anti-discrimination practices, reflecting EF's commitment to diversity.

Ensure all staff, both paid and unpaid, understand and follow relevant laws, policies, and EF procedures.

Generic duties and responsibilities

Confidentiality

Service user, volunteer and staff information is confidential. It is a condition of employment that staff do not use or disclose any confidential information obtained in accordance with data protection legislation.

Code of Conduct

All staff are expected to adhere to all EF's policies and procedures that establish standards of good practice and follow any codes of conduct which are relevant to their own profession. Staff will promote and ensure adherence to Equality of Opportunity policies and anti-discriminatory practice, demonstrating EF's commitment to valuing diversity.

Privacy and dignity

Staff should respect service user/family/carer's diversity, cultural needs and privacy.

Safeguarding

All staff have a duty to safeguard and promote the welfare of service users, volunteers, their families and carers. Staff have a duty to ensure they are familiar with safeguarding policies, attend safeguarding training and know who to contact if they have concerns about an adult or child's welfare.

Health and safety

EF has a duty of care to employees and will ensure that, as far as is reasonably practicable, adequate training, facilities and arrangements for risk avoidance are in place. All employees are required to comply with relevant Health & Safety legislation and policies relating to Health & Safety and Risk Management

Professional development

Staff must be committed to their professional development and keep up-to-date with relevant developments and legislation in the sector.

Skills and experience

Essential	Desirable
<p>Knowledge of the Criminal Justice System.</p> <p>Knowledge and/or experience of providing structured support to people using services.</p> <p>Experience of volunteering or working in criminal justice, drug and alcohol or other relevant community based sectors.</p> <p>Established in your own recovery, desistance or rehabilitation, if relevant.</p>	<p>Experience of group work delivery - either paid or voluntary.</p> <p>Evidence of working in a cooperative partnership approach.</p> <p>Completed Emerging Futures accredited 5-day Coaching Essentials training.</p> <p>Evidence of client caseload management.</p> <p>Coaching or counselling qualification.</p>