

**Job Description and Person Specification**

<b>Job title</b>	Psychological Wellbeing Worker (Families)
<b>Project base</b>	Liverpool
<b>Hours &amp; salary</b>	37.5 hours per week £25,687 - £27,406 per annum
<b>Accountable to</b>	Community Team Leader

**About Emerging Futures CIC**

Emerging Futures works nationally with people affected by addiction, encouraging them to make positive changes to their lives.

We believe that no one should suffer the stigma associated with addiction, 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**

Emerging Futures works within the partnership of the River services across Liverpool. The role of Psychological Wellbeing Worker with families involves supporting family members and other loved ones who are affected by someone else's substance misuse to develop resilience and improve their health and emotional wellbeing.

You will deliver our Foundations of Family programme in partnership with a team of volunteer Family Coaches. You will also help family members to access a range of support services within the community to help them cope better and support their loved one through addiction.

You will also be expected to support the wider team with group work delivery, which may include THRIVE our abstinence-based program and holding a small caseload of Recovery Support Clients.

You will be required to work flexibly from different sites and be willing to work some evenings and weekends.

## **Principal duties and responsibilities**

### **Supporting those around you**

You will help with the recruitment, training, and support of volunteer Family Coaches.

You will provide coaching, wellbeing support and training to volunteers to ensure they have the right skills and support to deliver services safely and efficiently, allowing them to grow in their role.

### **Service delivery & performance**

You will deliver the Foundations of Family programme as well as peer-to-peer support groups. You will provide coaching to help family members cope and build supportive relationships with the families of those in recovery.

This support may be delivered face-to-face or via a dedicated support phone line for families.

You will support the referral and assessment of people into the service and identify people who would benefit from the service.

You will encourage family members to assist in the development and delivery of services and identify potential volunteer recovery and family coaches.

You will ensure client records are efficiently, accurately, and professionally recorded and maintained in our data management systems, using appropriate language and terminology.

### **Community engagement**

You will help to raise the profile of EF, promote your service, and share examples of best practice with a wider audience.

You will work with local communities, families, employers, training organisations, recovery communities, advocacy, mutual aid and other organisations to develop local recovery networks.

You will take an active role in the wider community and create opportunities for partnership working to make recovery visible, viable and an attractive option for all.

### **Health, safety, and risk management**

You will support the service manager to implement risk and quality assurance procedures.

You will ensure the safety of all service users and maintain awareness of risks and changes in the working environment.

You will contribute to the maintenance and monitoring of health and safety policies, systems, and protocols.

You will comply with and adhere to serious untoward incidents, accidents, and safeguarding reporting in line with policy and procedures.

You will deal with issues and complaints raised by complying with EF's complaints processes.

## **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 & 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 & 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>Experience of supporting families and individuals to initiate and sustain their own wellbeing in the community.</p> <p>Group work experience and ability to deliver training.</p> <p>Experience of family outreach work and community development.</p> <p>A good understanding of local support networks and family systems.</p> <p>Experience of working alongside individuals in a therapeutic environment.</p> <p>Experience of effective, purposeful and active partnership working.</p> <p>Being willing to undertake a flexible approach to your work to offer seamless support to our service users.</p>	<p>Professional registration (BACP, UKCP, BPS, FDAP).</p> <p>Experience of working alongside or within drug and alcohol treatment services.</p> <p>Experience of working with families impacted by addiction or trauma.</p> <p>Knowledge, experience or understanding of coaching models and mentorship.</p>