



### Job Description

Job Title	Assistant Addictions Therapist
Department	Residential Services
Base Location	Colwyn Bay
Hours of Working	37.5 hours per week over 7 days
Salary Banding	£19,410 per annum

Accountable To	Residential Manager
Reports To	Therapeutic Programme Manager
Line Management Responsibility	N/A

#### Job Purpose:

To support the Addictions Therapists in the assessment, care planning and implementation of treatments (therapeutic and interventions) to adults with addiction issues within a residential setting.

To support the management of a varied client caseload and to assist with the delivery of a structured psychosocial programme of interventions to include one to one and group work

#### Main Duties and Responsibilities:

- To assist and support the Addiction Therapists in caseload management, working within a multi-disciplinary team
- To assist and support the Addiction Therapists in the organisation of activities on and off site
- To work positively and constructively with clients toward their recovery agenda and to maximise recovery capital
- To promote a positive well-being environment
- To actively and assertively engage those clients who display low levels of motivation to change using a range of innovative methods and therapeutic approaches to encourage engagement
- To proactively engage with local communities, external agencies/professionals to identify and build recovery resources and opportunities for clients and to develop the service

- To understand and embrace restorative practice and a strengths based approach to recovery
- To support in the assessment risk and safeguarding issues
- Maintain up to date professional knowledge of substance misuse research and practice, government initiatives and legislation that affect the client group
- Recognise the law and relevant national and local policies, standards and guidance
- To support in the collection, collation and analysis of data in a timely way to inform planning, performance and evaluation
- To support in the preparation, writing and recording of assessments, case notes, contacts and written reports accurately and promptly in accordance with departmental and national protocol and guidance
- To be observant, thorough and meticulous reporting any concerns to client welfare/safety to senior staff members
- To actively participate in supervision, mentoring, professional development and team meetings at appointed times
- To comply with CAIS continuous professional development policy undertaking necessary professional development training as instructed
- To undertake any other duties as reasonably requested by line manager and senior staff members on site
- To provide a range of information on substances and their effects to clients for information purposes
- Support with the one to one intervention and group work to encompass:
  - Relapse prevention
  - Health promotion
  - Behavioral interventions
  - Anxiety/stress management
  - Coping facilities
  - Brief interventions
  - Harm Reduction
- To support the Residential Manager in the day to day operations of the unit, particularly during meal times and admission/discharge periods
- To assist the domestic housekeeper with some domestic duties as and when required to ensure that the unit is kept in a clean, safe and hygienic condition at all times

**General:**

To understand, uphold and work with the values ethos, aims and objectives of CAIS.

Work flexibly to maintain the most appropriate level of service provision, considering the changing dynamics of the service user group.

The successful candidate will be able to demonstrate a range of skills and knowledge applicable to the problems and issues presented by this client group

To undertake such other duties as reasonably requested by the Service Manager

**Professional:**

To attend specialist training to develop expertise and to continue professional development

Participate in the development, evaluation and amendment of the practice and protocols of the projects worked within

Make regular use of supervision provided by CAIS

To participate in the CAIS continuous learning, development and appraisal process

To maintain professional accreditation as appropriate to role

To attend training provided, organized or arranged by CAIS

To operate within and observe CAIS policies and procedures as amended and updated

This Job Description provides a framework in which duties may be carried out, however it may be necessary to make alterations and adjustments from time to time to meet the needs of the service.

Person Specification for Assistant Addictions Therapist

	<u>Essential</u>	<u>Desirable</u>	<u>Method of Assessment</u>
<b>Qualifications:</b>	NVQ level 3 Health and Social Care	Educated to Degree level in relevant field	
<b>Experience:</b>	<p>Experience of working with complex service users with addiction or substance related issues</p> <p>Experience of working with vulnerable clients</p> <p>Experience of facilitating groups and using evidence based programmes to work with clients to achieve positive change</p>	Experience of working in a residential or private therapeutic setting	
<b>Skills:</b>	<p>Ability to build positive relationships to support effective change</p> <p>Demonstrate empathy, resilience and persistence in working with clients in challenging circumstances</p> <p>Knowledge of risk and the ability to use these to inform assessments, care plans and evidence based interventions</p> <p>Ability to reflect on and develop own practice</p> <p>Demonstrate skills in observation and recording</p>	Welsh language	
<b>Knowledge:</b>	<p>Competence with MS Office: Word and Outlook</p> <p>CBT/ACT/MCT Therapies</p>	Knowledge of aftercare services	

	<p>Understanding of current substance misuse and addiction issues</p> <p>Risk assessment skills; competent carrying out client risk assessments and reviewing regularly</p> <p>Understanding of policies and procedures relating to the management of clients with addiction issues</p>	<p>Knowledge of group work and one to one interventions including a range of current models of evidence based service delivery</p>	
<b>Personal Qualities:</b>	<p>Approachable</p> <p>Understanding and empathic</p> <p>Non-judgmental</p> <p>Commitment to continuous professional development-willing to undertake appropriate training as and when required</p> <p>Takes a calm and measured approach when dealing with complex clients and their issues</p> <p>Good verbal and written communication skills-Able to communicate with individuals of all ages and from diverse backgrounds.</p> <p>Flexible and able to work to a set rota to include weekends and anti-social hours</p> <p>Able to be discreet and comply with strict confidentiality policy</p>		
<b>Other Relevant Requirements:</b>	<p>Full driving licence and access to a vehicle</p> <p>Subject to satisfactory enhanced DBS check clearance</p>		