



# ADFERIAD RECOVERY

Bodloni anghenion pobl sy'n agored i niwed sy'n wynebu heriau bywyd cymhleth  
Meeting the needs of vulnerable people facing complex life challenges



## JOB DESCRIPTION

<b>Job Title</b>	<b>Supported Accommodation Housing Support Worker</b> <i>Internal Job Title for post is Recovery Practitioner (1)</i>
<b>Hours:</b>	<b>Part-time contract for 30hrs per week.</b>
<b>Salary:</b>	£9.60 per hour Hours will include Saturdays and unsocial hours (plus additional payments for worked unsocial hours: between 22:00 and 8:00 – 26% of hourly rate; weekends 48 hours – 8.5% of hourly rate; Bank Holidays – 33% of hourly rate; Sleep-ins - £60.00 (only one of these enhancements is paid per any hour)
<b>Holidays:</b>	25 days per year plus 8 public holidays (pro rata)
<b>Period of Notice:</b>	1 week during probation; 4 weeks thereafter
<b>Probationary Period:</b>	6 Months
<b>Based at:</b>	Rhyl
<b>Responsible to:</b>	Service Manager and Registered Manager

**Job Purpose:** To improve the lives of people with mental health needs and/or co-occurring substance dependency needs by providing one-to-one support to equip them with the skills, knowledge, and coping strategies to ensure their own well-being.

Under the direction of the Service Manager, the post holder will work as part of a team to support occupants in line with Adferiad Recovery's principles of empowerment, self-management and recovery, and to ensure service compliance with internal and external quality standards, and regulatory requirements (CIW).



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These services support individuals with a serious mental illness and/or co-occurring substance dependency needs and are delivered either in a shared accommodation, supported housing setting in Rhyl or in people's own flats in the locality. The aim of the staff team therefore, will be to encourage and enable clients to reach a greater level of independence and be able to move-on into more independent living in the community. The housing service works to a shift pattern which includes unsocial hours and sleep-ins.

## Responsibilities:

- To have commitment to and demonstrate an undertaking of equality of opportunity and its relevance to different sectors within the community.
- Must demonstrate empathy towards Adferiad Recovery's beneficiaries.
- To carry out all other tasks commensurate with the role.
- Supporting and assisting occupants with the following:
  - feeling secure within their home
  - increasing independent living skills
  - using appliances safely, undertaking routine and minor domestic repairs, and maintaining reasonable domestic standards
  - personal finance, budgeting, and accessing benefits
  - mental and physical healthcare
  - self-management of medication
  - attending appointments
  - managing visitors safely and their access to an individual's property
  - building and maintaining relationships with neighbours, families, friends, professionals
  - developing skills and interests
  - pursuing training/educational/employment goals and aspirations
  - pursuing leisure/recreational goals and interests
  - developing links with the local community-based resources and opportunities
  - signposting, joint work and referral on to other specialist agencies, intervening in a crisis situation
  - recognition of and coping strategies in respect of risk, triggers and avoiding relapse
  - housing move-on planning and arrangements from the housing project (resettlement activities)
  - promoting recovery



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- Communicate effectively and professionally with individuals receiving service, Carers, Referrers and other Professionals via telephone and email.
- Data collection and appropriate recording and presentation for monitoring and Quality Assurance reports as directed by the Service Manager.
- Maintaining records and statistics required to monitor and evaluate the effectiveness of the service.
- Follow procedures for general record keeping and information collection, saving and archiving – adhering to confidentiality and data protection policies.
- Working in accordance with Adferiad's Recovery Programme.
- Working to a 3-shift pattern (mornings, afternoons plus sleep-ins).

## Employee Responsibilities

- Ensure all policies and procedures are followed in a clear and consistent manner.
- Implementing the Hafal Equal Opportunities Policy.
- Ensure the performance of your duties is in line with our values.
- Identifying and ensuring that your training and development needs are met through regular support & supervision and annual appraisals.
- Attending training courses and other as required.
- To work in accordance with the charity's national policies and local operating procedures and those of external regulators or professional bodies.
- As with all employees, workers and volunteers; to encourage people to join Adferiad Recovery as a member.

To carry out all reasonable tasks commensurate with this post as directed by Adferiad Recovery Management.





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- Must be able to manage time and keep appointments.
- Must be car owner with full license and access to own car for travel for work purposes.
- Must be able to establish and maintain constructive relationships with a wide range of people including individual partner providers in external agencies.

**Knowledge:**

- Must have some understanding of the social care needs of people with serious mental illness and/or occurring needs.
- Must have sufficient understanding of mental illness to be able to describe the difference between a serious mental illness and mental distress like anxiety and mild depression.
- Must have a basic understanding of the community care approach and be able to simply describe the difficulties experienced in the community by people with a serious mental illness and/or co-occurring needs.
- Must have knowledge of basic administration.
- Must have some understanding of the issues affecting people from black and ethnic minority communities.

Application/  
Interview

**Other Relevant Requirements:**

- Full driving licence and full access to a vehicle for work purposes

- Welsh language skills

Application/  
Interview /  
Exercise