

Dual Diagnosis Recovery Practitioner

Closing date: 16th June 2019
Interview date: 27th June 2019



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Applying For This Vacancy

Please read the information in this document before you complete your application form.

You will need to make clear in your application form:

- **Why you are interested in the position**
- **What relevant skills and experience you have (refer to the Job Description and Person Specification)**

Please complete the online application form in full as shortlisting will be based on the information provided on your application form.

Go to the job advert page and click on “Apply online”. You will be asked to register before you can complete your online form. Tips on applying online can be found at:

<https://www.bracknell-forest.gov.uk/jobs/applying-job/tips-online-applications>

We will be in touch with you via your email address.

You can still access the job details/application pack and view your application form after the closing date by logging into your account. You can also check the status of your application (e.g. whether shortlisting has taken place) in the same way.

Any problems?

If you have any queries about your application, please contact the recruitment team at Recruitment@bracknell-forest.gov.uk

If you experience any technical issues with your application, please contact the Jobsgopublic support team at support@jobsgopublic.com or call 0207 427 8250.

Our preferred method of application is online, but if you are unable to do this, please contact the recruitment team, as above.



Bracknell- Forest Council has been awarded funding for a Dual Diagnosis Recovery Practitioner as part of the government's initiative to help end rough sleeping. This exciting initiative will target rough sleepers for housing solutions and cement our existing partnerships across the borough to make a real difference to those with the most extreme housing need.

This is an exciting new opportunity for an experienced Dual Diagnosis Recovery Practitioner who will be working within three services within the Council - the Welfare and Housing Service, Community Mental Health Team, and Drugs and Alcohol Team.

The post will act as a specialist resource as part of a dedicated team supporting individuals who are rough sleeping or at risk of rough sleeping within Bracknell Forest. We are looking for a highly skilled and proactive mental health and substance misuse practitioner to work with this complex group of service users and who are presenting with offending, substance misuse and mental health needs.

The role requires a dynamic and creative but consistent approach to individuals care and who can work collaboratively with service users and staff to deliver high quality evidence-based, and recovery-focused interventions. You will have experience of the Care Programme Approach and its delivery to service users. This will involve supporting individuals to identify personal goals and support them in their recovery, facilitating groups and service user involvement. This role is integrated within the housing led project and empowering service users to get off the streets and integrate within the community.

You will be required to work closely with partner agencies and develop effective referral pathways and promote better engagement of service users with holistic support agencies.

An emphasis will be on safety and promotion of health and well-being amongst the service users who present with Dual Diagnosis.

We are looking for an individual with a track record of working effectively with dual diagnosis services users and relevant qualifications in this field who is committed to making a difference with this challenging client group.

This role will require lone working to include outside the core 9-5 hours with work on the weekends, evenings and bank holidays.

This post is a 12 month fixed term contract.

Assessment and interviews for shortlisted candidates are likely to be held 27th June 2019. The successful candidate must be available to commence in this role no later than the middle of August. Salary will be negotiable between the salary bracket as advertised based on qualification and experience.

For an informal discussion please contact Ellie Eghtedar, Head of Welfare and Housing Resources on 01344 351590 or Nicky Jolly, Welfare and Housing Project Officer on 01344 351307.

Job Description

Department: People Directorate	Section/Location: Early Help & Communities, DAAT New Hope/Time Square
Post Number:	Work style: Free
Job Title: Dual Diagnosis Recovery Practitioner	Grade/Salary Range: BG – G, £28,785.00 To £32,878 plus £609 London Weighting

JOB PURPOSE

To work with clients identified by the Welfare and Housing Service who are rough sleeping in the borough or those at risk of homelessness who have a history of rough sleeping and who present with offending, substance misuse and mental health needs.

The post holder will be responsible for assessing, engaging and delivering meaningful treatment interventions to service users with dual diagnosis needs.

To continuously assess the psychological, emotional, social and rehabilitative needs of dual diagnosis service users, whilst taking in to account recovery care planning and the evaluation of treatment plans.

To develop, strengthen and maintain partnership relationship with statutory and voluntary sector mental health services ensuring a corporate approach is adopted.

DESIGNATION OF POST AND POSITION WITHIN DEPARTMENTAL STRUCTURE

This is new post within the service on a 1 year fixed term contract.

This an integrated post within 3 service areas, the Welfare and Housing Service, Drugs and Alcohol Team, and Community Mental Health Team and will be expected to work flexibly within these services. For the purposes of specialist reflective/clinical supervision the post will be reporting to the Head of Drug and Alcohol Service and Community Mental Health Team.

However, this post is ring-fenced to work with rough sleepers in the borough and various projects supporting this cohort of individuals as identified by the Rough Sleeper Team Manager and as such management on specific projects and operational management will be with the Rough Sleeper Team Manager.

MAIN DUTIES AND RESPONSIBILITIES

- To conduct comprehensive assessments of individuals' substance misuse, mental health and offending support needs
- To conduct comprehensive risk assessments, drawing on a range of data sources
- To complete effective risk management/safety plans to manage an individual's risk to self and others
- To manage a caseload and complete recovery-focused, holistic care plans with individuals that address their substance misuse, mental health and criminogenic support needs, in addition to other holistic support needs.
- To deliver a range of specialist substance misuse, mental health and reducing offending interventions to service users.
- To maintain accurate and timely case notes of service user engagement and progress, and up to date outcomes records on internal databases.

- To work proactively and flexibly to prevent service users from dropping out of treatment and re-engage them if they do.
- To make appropriate referrals to partner agencies for specialist interventions.
- To report on a regular basis in terms of outcomes achieved and contribute to service team and multi-disciplinary team meetings.
- To maintain and develop relationships with professionals external to the area of the service, service users within the area of service/specialism.
- To provide advice to other members of the service and agencies on the particular needs of service users.

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only

SCOPE OF JOB (Budgetary/Resource Control, Impact)

This post has no budgetary control

The post involves working with other team members as part of a specialist team supporting rough sleepers in the borough and will require liaison with other agencies as part of a multi-disciplinary team.

The post involves lone working and visiting vulnerable clients and the post holder will be required to use Councils laptops in that context which will hold category 3 level information.

All employees working with children, young people and vulnerable adults have a responsibility for safeguarding and promoting their welfare.

Person Specification

Job Title: Dual Diagnosis Recovery Practitioner	Section/Location: Early Help & Communities, DAAT, CMHT New Hope/Time Square/Church Hill House
Department: People Directorate	Post Number:

KEY CRITERIA	ESSENTIAL	DESIRABLE
Qualifications And Training	<p>Degree in Mental Health Nursing or Registered Mental Health Social worker with evidence of professional development.</p> <p>Specialist knowledge of dual diagnosis issues and experience of working within the mental health or substance misuse field, including with alcohol users.</p> <p>Competent IT skills and the ability to navigate around various systems and software packages (such as outlook, databases, MS office and the internet).</p>	
Competence Summary (Knowledge, abilities, skills, experience)	<p>Previous knowledge and experience of recovery focused service provision with individuals who have complex mental health needs, substance misuse and offending behaviour.</p> <p>Experience of assertive outreach and interventions with individuals with complex needs.</p> <p>Substantial experience of managing a busy caseload of individuals with dual diagnosis.</p> <p>A commitment to establishing partnerships with other professions to achieve good outcomes for the client group, e.g. mental health services, criminal justice agencies, community groups</p> <p>Ability to work with clients at different stages of behaviour change and make appropriate assessment of needs.</p> <p>Experience of conducting assessments and developing, implementing and evaluating care plans.</p> <p>Awareness and experience of person-centred planning.</p> <p>Understanding of and experience of using the Care Programme Approach.</p> <p>Excellent knowledge and understanding of relevant health and social care legislation including the Mental Health Act 1983, Mental Capacity Act 2005 and the Care Act 2014</p> <p>Effective and competent interpersonal, influencing, communication, observation and reporting skills.</p> <p>Ability to work collaboratively with others, internally and externally.</p>	<p>Previous experience of working with offenders</p> <p>Knowledge of working with individuals with housing related issues</p>

	<p>Strong organisational skills and the ability to analyse situations and be able to make the right decisions.</p> <p>Able to empathise, be supportive and sensitive to the needs of others as well as being able to cope with distressing circumstances.</p> <p>Ability to cope in a pressurised environment and apply practical problem solving skills in everyday situations.</p> <p>Able to work flexibly on a shift pattern as required and the ability to travel independently between locations to fulfil the requirements of the position.</p> <p>Ability to work effectively in a team, work on own initiative, work unsupervised and manage own workload.</p> <p>Manage individuals who have complex needs and challenging behaviours.</p> <p>Ability to promote service user involvement and integration in to the wider programme.</p> <p>Understanding of and commitment to the requirements for Safeguarding Children, Young People and Vulnerable Adults.</p> <p>Understanding of and commitment to the requirements of the General Data Protection Regulation (GDPR).</p> <p>Commitment to equal opportunities and overcoming barriers to diversity and equality.</p>	
Work-related Personal Requirements	<p>Ability to work within set policies and procedures.</p> <p>The post holder must have access to own transport</p> <p>The post holder will be required to work evenings and weekend hours when required.</p>	
Other Work Requirements	<p>A satisfactory enhanced Disclosure and Barring Service check</p> <p>Role models and demonstrates the Council's values and behaviours</p>	

About the Department

The following link takes you to more information about our Department:

<https://www.bracknell-forest.gov.uk/council-and-democracy/how-council-works/council-staff-and-departments>

About Adult Social Care at Bracknell Forest

Bracknell Forest is at the forefront of developing and delivering innovative services to vulnerable members of the community. What drives our highly regarded work is an underlying belief that every person matters, that everyone deserves the highest possible levels of care and support and that people deserve the opportunity to make choices that suit their individual needs. Finally, we recognise that what most vulnerable people need is the chance to live their lives as fully as possible without unnecessary intervention, but instead have access to appropriate support, assistance and rehabilitation.

At Bracknell Forest we believe passionately in our people who provide such vital services to vulnerable members of our community. This is no idle boast we invest heavily in learning and development, we are committed to multi-disciplinary working to help our teams deliver more effectively and feel a greater sense of achievement and recognition for their efforts. We have strong partnerships in place with PCTs and hospitals; we encourage our people to contribute ideas in regular informal and formal settings and we get our team members involved in decision making processes bringing their experience and front-line knowledge to bear influencing those decisions.

Location

Time Square, Market Street, Bracknell, Berkshire, RG12 1JD

Work Style / Parking

Your work style is "Free", because your job requires you to work away from a desk on a regular basis. Roles which involve working in the field/attending meetings at workbase and other offices and/or working in other locations, eg schools, doctors surgeries and could in part be done at home or another location for a proportion of the working week.

For a 5:3 desk ratio this amounts to 40% away from the desk. The extent, timing and location of remote working will be by agreement with your manager and local working practices. Further details of the workstyles can be found in the Council's Flexible Working Policy.

There is very restricted parking at our town centre offices. If you would like a car parking space when you start your employment with us we will send you an online form to complete. Please note there will be a charge for parking which will depend on your salary and working hours. You will receive further details from the HR department after a conditional offer has been made. To find out more information about parking at Bracknell Forest Council visit <https://www.bracknell-forest.gov.uk/roads-parking-and-transport/parking/bracknell-town-centre-parking>

Alternatively, the bus and train stations are nearby.

Learning and Development

It is important to us that you feel confident and able to do a good job. We actively encourage all employees to take up the wide variety of learning and development available. We use a formal appraisal process and electronic training needs analyses to identify skills gaps and personal development opportunities.

As well as face to face workshops, we support coaching and mentoring opportunities, secondments, project working and access to a range of e-learning.

Values and Behaviours

The council shares a set of values that we try to demonstrate in all that we do.

We are **Forward thinking** – we innovate, we plan, we focus on delivery.

We are **Open-minded** – we learn from what we do and are open to new ways of doing things.

We are **Respectful** of others – and treat them as we would wish to be treated ourselves.

We **Work together** as one Council, and we work together with partners and customers.

We are **Adaptable** - we embrace change, and we are flexible.

We are **Resilient** - we bounce back from setbacks and we find a way to carry on.

We are **Determined** – we have a “can do” attitude.

We show that we have these values in what we do, and how we do it.

It's important that we can learn and change; that we can find ways to solve problems; that we do the right things in the most cost-effective way; that we help to make things happen; that we are business-like in understanding risk, change and affordability; that we work well with others in a positive way.

If this sounds like the sort of people you'd like to work with, then we think we would like to work with you!

Staff Benefits

Please visit <https://www.bracknell-forest.gov.uk/jobs/working-council>

Terms and Conditions

Our Terms and Conditions are those of the National Joint Council for Local Government Services. The post will be offered as a temporary appointment subject to 1 month's notice on either side.

Offers of appointment are subject to right to work, satisfactory references, medical clearance and if applicable to the post, a Disclosure & Barring Service check. All employees will also be required to undertake a probationary period of 6 months. Appointment onto the permanent staff will be subject to the successful completion of this probationary period.

Salary

The salary will be within the local Bracknell Grade BG-G. The grade range is £28,785 - £32,878; the starting salary offered will depend on your experience.

Your salary will go up by one point in the grade each year until you reach the top of the grade.

There is also a local weighting of £609 per annum.

Car Allowance

This post carries a Casual Car User Allowance. Business miles are claimed at 45p per mile for the first 8,500 miles and 25p per mile thereafter.

Working Hours

Your normal working week is 37 hours per week. Monday to Friday however some evenings.

Although your normal working week will be hours, we understand the importance of a healthy work and lifestyle balance for our staff. Our flexible working scheme will give you some flexibility in your working day.

Whether you have an appointment, are waiting for a delivery at home or wanting to go to your son or daughter's sports day – there are always occasions that arise that you don't want to miss and just wish you could come into work late/ early. Using the flexitime system, you can take time off without using your annual leave.

Naturally we always need to maintain adequate cover – so you'll need to check the situation with your manager.

Holidays

The annual holiday entitlement is 27 days plus bank holidays.

Annual holiday entitlement increases with length of service (5 extra days after 3 years continuous Local Government service).

To give you extra flexibility, you have the option of buying, selling or banking annual leave. By arrangement with your manager, you can buy or bank up to 10 days or sell up to 5 days (subject to making sure your leave days do not fall below 20 days per year). Pro rata for part time staff.

Pension

Bracknell Forest Council operates the Local Government Pension Scheme, which is a Career Average Re-evaluated Earnings (CARE) scheme, open to everyone up to the age of 75. Contributions depend on salary level, for example, a salary of £21,001 to £34,000pa contributes at 6.5%.

More about applying

References

On your application form you will be asked to provide the names and addresses of two people who will provide a reference. At least one should be from your current/most recent employer. If you are not currently working with vulnerable adults but have done so in the past it is important that a reference is obtained from the employer by whom you were most recently employed working with vulnerable adults.

Employment references must be provided by your current or most recent line manager and **will not** be accepted from relatives or people writing solely in the capacity of friends. However, your referees may include someone you know with standing in the community i.e. a teacher, vicar etc

Working in the UK

You must be entitled to work in the UK before you can start work with us. If you have any doubt of your ability to work in the UK visit: <http://www.ukba.homeoffice.gov.uk/visas-immigration/working/>

Positive about people with a Disability



We are a Disability Symbol User and as such have made a commitment to guarantee an interview to all applicants with a disability who meet the essential criteria of the person specification.

To help us with our commitment to this guarantee, please indicate if you have a disability on your application form.

Equal Opportunities

We are an equal opportunities employer and are committed to providing equality of opportunity to all. Our aim is to treat all employees and prospective employees with integrity, respect and consideration.

We aim to ensure that individuals are recruited, selected, trained and promoted on the basis of ability, job requirements, skills, aptitudes and other objective criteria. In this respect we will ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, ethnic or national origin, sex, sexual orientation, religion or belief, age, marital status or disability, or is disadvantaged by conditions or requirements which are not covered by legislation or existing codes of practice.

Medical Questionnaire

You may be asked about your physical ability to perform the job during interview. As a condition of the Offer of Employment, the successful applicant will be asked to complete an Occupational Health questionnaire from which our Occupational Health Advisor will assess your medical suitability to do the job. You may be required to attend a medical examination.

Working with Children and Adults at Risk

Bracknell Forest Council is committed to safeguarding and promoting the welfare of children and young people/adults at risk and expects all employees, workers and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment.

This position requires an Enhanced DBS check (formerly known as a CRB disclosure) because it involves contact with (or access to data concerning) children/young people/adults at risk. On your application form, you will need to tell us about any spent convictions, cautions, reprimands or warnings which may later appear on your DBS Certificate.

To find out more about the application process for working with children, young people and adults at risk visit <https://www.bracknell-forest.gov.uk/applying-job/applications-work-children-young-people-or-adults-risk>

The Local Safeguarding Children's Board (LSCB) has responsibility for working together to oversee the safety and well-being of children and young people in Bracknell Forest. Find out more about the LSCB at <https://www.bracknell-forest.gov.uk/health-and-social-care/keeping-adults-and-children-safe/protecting-children/safeguarding-children-board>

What Happens Next To Your Application?

To find out more about the recruitment process please visit <https://www.bracknell-forest.gov.uk/jobs/applying-job/recruitment-process>