**JOB DESCRIPTION – Senior Rehab Coach**

| **Job Title** | Senior Rehab Coach  |
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| **Base** | South Tees |
| **Hours** | 35 hours per week (may include out-of-hours and weekend work)  |
| **Salary** | £27,716 - 29,848 dependent on experience |
| **Term**  | 1 year fixed term with potential extension  |
| **Reports to** | Rehab Manager  |
| **Purpose of Job** | As part of the South Tees Residential Rehabilitation development and delivery team, the Senior Rehab Coach will work alongside the Rehab Manager to lead a team of Rehab Coaches to deliver therapeutic interventions as part of a multiple pathways approach to recovery. The Senior Rehab Coach post is primarily Monday to Friday with some on-call cover however evenings and weekends may be a requirement as necessary. |
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**Management Accountability**

The Senior Rehab Coach will provide direct line management to a proportion of the overall Rehab Team.

**Key Duties:**

* Provide leadership and direct line management for a proportion of the team of Rehab Coaches, programme support staff and night concierges.
* Contribute to the planning and delivery of the South Tees Residential Rehabilitation programme.
* Along with the Rehab Manager, act as one of the identified contacts with other agencies ensuring representation at relevant meetings.
* Guide and coach people through an abstinence-based multiple pathways approach to recovery using a defined rehab programme.
* Ensure appropriate streamlined referral into community-based services where needed.
* Improve access to appropriate services for people with substance use issues
* Work closely with partners from the criminal justice system, mental health and other allied services.
* Complete assessments for all people referred to the Residential Rehabilitation.
* Alongside the Rehab Manager, lead multi-disciplinary meetings about admission/discharge of people to and from the Quasi Residential Rehabilitation.
* Meet key service objectives in line with policies, procedures, CQC compliance and data collection systems.
* Update and maintain, where required, records, care plans, review and discharge TOPS. Ensure NDTMS requirements are kept up-to-date and accurate.
* Reports regular reviews of people and reports where applicable to statutory services
* Alongside the Rehab Manager, manage admissions and ensure all procedures and protocols are adhered to.
* Adhere to quality standards of care and support practice as identified by the Care Quality Commission.
* To carry out regular satisfaction surveys and pass results to the Service Manager and Regional Manager.
* Alongside the Rehab Manager, manage the new resident's induction including bag searches, introduction to accommodation and peers, and explanation of health & safety policy.
* Explore and implement a range of approaches, activities and exercises, which are designed to promote health and support individuals through detoxification/stabilisation.
* Carry out drug testing as required and record results as per guidance.
* Maintain a safe and welcoming environment ensuring health and safety standards are adhered to.
* Ensure regular consultation with people and promote their equality, diversity and rights.
* To maintain clear and accurate records of work practice within established record-keeping and confidentiality policies.
* Report and record repairs following Recovery Connections procedures.
* To ensure that effective shift handover and communication take place verbally and in written form.
* Ensure that all written records are up to date and written to a professional standard.
* Work within established definitions of acceptable and unacceptable risks.
* Carry out risk assessments as part of assessment, move-in and at regular intervals. To participate in risk management following Recovery Connections policies, including adhering to the role risk assessments, and raising any issues and concerns with the Recovery Team Lead.
* To discuss all aspects of individual progress and service performance including health and safety issues with the Senior Leadership Team.
* To share good practices and to develop a range of case studies to showcase successes within the project.
* To attend and participate in all aspects of training and continued professional development, by taking personal responsibility for own development.
* To undertake any other duties deemed to be within the spirit of the post.

**Person specification:**

**The following skills and experiences are required or desirable.**

Person Specification – Essential Criteria

Knowledge of Equality and Diversity Practices

Good understanding of the 12-step recovery programme

Good understanding of SMART Recovery

Good understanding of Recovery Capital and the CHIME Model

Understanding of issues relating to substance use

Understanding of social exclusion effects

Understanding of the importance of upholding quality standards, performance monitoring and collating appropriate statistical information for purchasers

Knowledge of health and safety, including assessing high-risk situations for people

A caring attitude with an unprecedented belief that people can and do recover from addiction

Skills

Excellent verbal and written communication skills

Ability to engage with and motivate the people we support

Good organisational skills

Good time management skills

Computer/ITC literate.

Able to work independently and as part of a team

Proven ability to network and build professional relationships

A flexible open approach

Proven skills in planning and administration

Proven ability to network and build professional relationships

An empathic and non-judgemental attitude.

Demonstrate the ability to effectively work with people regardless of their ethnic, cultural, and social backgrounds, gender, age, religious belief, disability and sexual orientation

Ability and willingness to develop the treatment programme to suit individuals' needs.

Experience

Previous work within the addiction/recovery field.

Experience in residential rehabilitation setting

Experience in the development and delivery of the 12-step programme, SMART recovery, Recovery Capital and the CHIME Model.

Providing direct services to people, particularly assessment & group work

Working in partnership with a range of statutory and non-statutory agencies

Able to perform in a demanding specialism

Qualifications

NQF level 3 (and above) Health & Social Care related field

Certified Coaching qualification

NQF level 3 or above in leadership and/or management or willingness to complete.

Desirable: professional qualification in nursing, substance misuse, or social work

Desirable: PTTLS, CTTLS, DTTLS or similar adult teaching qualification

Desirable: Experience of providing training to fellow professionals

**This post is subject to a DBS check at an enhanced level.**

**Amendments: This description accurately reflects the present position; it may be amended and reviewed. Any change will be made following a proper period of consultation**