



**Senior Manager**

**Fixed Term Contract – 18 months**

**Addiction Services**

**Job Details**

**Ref: 1075**

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## **BHT Sussex**

BHT Sussex is a charity and a registered housing association working in Brighton and Hove, Eastbourne, Hastings and other parts of Sussex.

BHT Sussex's Mission is to combat homelessness, create opportunities, and promote change and aims to achieve this Mission through a network of interlinked projects. By providing direct, practical services combined with a commitment to challenge the causes of poverty and inequality, we hope to achieve a supportive structure which men and women can use in a variety of ways to improve the quality of their lives.

For more information, please see BHT Sussex's website [www.bht.org.uk](http://www.bht.org.uk).

## **Project/Department Summary**

BHT Sussex's Addiction Services provide a comprehensive programme of social care residential support for men and women who seek abstinence and recovery from their addiction to drugs and alcohol. The service is based on the 12 Step fellowship programme and aims to help people rebuild their lives following addiction, addressing any issues which may prevent the enjoyment of a positive, drug and alcohol-free life.

**Detox Support Project** - supports clients to achieve abstinence through a clinically supervised detox programme and individual and group therapeutic support.

**Recovery Project** - is for men and women who have achieved abstinence from drugs and alcohol and provides individual and group therapeutic support to sustain abstinence and prepare for more independent living.

BHT Sussex also has a Move On Project - upon completion of the secondary programme at the Recovery Project, residents can move on to BHT Sussex's abstinence-based Move On Project accommodation to further prepare for independent living.

## **Job Summary**

Senior Managers are responsible for client services within their area of operational responsibility, including management, quality, delivery, strategic relevance, development, financial planning and control, compliance, profile and reputation. They also play an important role in the development of BHT's strategic and corporate objectives and are responsible for the delivery of associated service level objectives and plans.

The postholder will be responsible for leading our Addiction Services (Detox Support Project and Recovery Project) through a period of change and development.

The post holder will be able to successfully lead, motivate and support teams and individuals and bring extensive experience of working effectively in partnership with internal and external stakeholders including clients and service users. A proven track record of strategic and operational planning and delivery and policy implementation is required along with the ability to network and negotiate with sensitivity. A commitment to trauma informed and recovery orientated practice is also essential. This role will be located at Ditchling Rise, Brighton.

## Salary

Salary is paid monthly in arrears and will be £39,049 pro rata per annum plus an enhancement of £512 pro rata per annum for a relevant Counselling/Psychotherapy Qualification. An employer's pension contribution of 5.5% is also paid. The level of this contribution is reviewed annually.

## Hours of Work

The Senior Manager will be required to work 30 hours per week. There may be the opportunity for these hours to be increased. BHT Sussex does not pay overtime but will grant "time off in lieu" for any extra hours worked, if agreed by the service Director.

## Annual Holidays

The annual leave entitlement will be 185 hours (25 working days) pro rata , rising 1 day for each year of service to a maximum of 222 hours (30 days) pro rata. The role will include working on some bank holidays as part of the team rota for which "time of in lieu" will be granted.

**Closing Date:** Tuesday 22<sup>nd</sup> February 2022

**Interview Date:** Monday 28<sup>th</sup> February 2022

We regret that we are unable to reply to every job applicant. However, if you are called for interview, you will be notified within seven days of the closing date.

An Enhanced DBS Check (Disclosure and Barring Service) is required on all successful applicants as a condition of employment for this post.

BHT Sussex operates an Equal Opportunities Policy.