

Person Specification

This post requires that the post holder has the following skills and experience to fulfil the job description.

When completing your application form, in section 6 “Person Specification” please address yourself to each of the points marked with an asterisk *. Please number each point and clearly explain how your experience, skills and knowledge meet the requirements specified.

Application forms without this completed section will not be accepted.

Qualifications:

1. A relevant professional qualification or recognised group work or counselling qualification (at least to diploma level), or to be actively working toward this or willing to undertake this work within an agreed timeframe. *

Essential Experience:

2. An understanding of the role and function of project management.
3. A good knowledge and understanding of issues surrounding addiction and experience of working with recovering addicts and alcoholics.*
4. Experience of group work, particularly group therapy and a good knowledge of group processes.
5. Experience of Psychologically Informed Practice and providing Trauma Informed Care.
6. Experience of service development and continuous improvement. *
7. Experience of effective joint working with voluntary and statutory organisations.

Skills / Ability / Knowledge:

8. Knowledge of national and local developments in Supported Housing and the addiction field as well as an understanding of the requirements of the CQC in relation to Specialist Substance Misuse Services.
9. Knowledge and ability to work within the twelve-step model of recovery from addiction.*
10. Knowledge of CBT therapeutic tools and approaches.

11. Strong IT and administrative skills, including the ability to write reports, develop and maintain efficient recording and monitoring systems, and process financial procedures.*
12. Excellent groupwork skills, including a thorough understanding of group dynamics, the ability to facilitate groups therapeutically, and to facilitate staff meetings. *
13. Ability to effectively promote equal opportunities and anti-discriminatory practice with a special emphasis on homelessness, addiction and poverty.
14. Ability to plan work, work independently, prioritise competing demands and deal with stress. *
15. Excellent interpersonal and communication skills.

Other / Desirable

16. Ability to effectively promote equal opportunities and anti-discriminatory practice with a special emphasis on homelessness, addiction and poverty.
17. Ability to offer a responsive approach to crisis management, which may require out of hours working.
18. Commitment to the creation of an environment in which recovery from addiction is possible, in which open reflective practice can take place and in which all team members can work to their full potential.