

### **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 Summary**

BHT Sussex's Addiction Services provide a comprehensive programme of residential support for individuals 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**

The postholder will be responsible for assisting the operational delivery of effective detox support and residential rehabilitation services to achieve the best possible outcomes for clients. Deputy Management responsibilities will include operational implementation of all aspects of service delivery, including referrals to the service, health and safety, maintenance, continuous improvement, staff support and management, and partnership working.

The role requires an understanding of project management functions and experience of working with recovering addicts and alcoholics, and an understanding of individual and group therapeutic processes in the context of abstinence-based residential addiction treatment. A commitment to trauma informed and recovery orientated practice is also essential.

### **Salary**

Salary is paid monthly in arrears and will be £29,349 per annum (plus an enhancement of £512 per annum for a relevant Counselling/Psychotherapy Qualification if held). An employer's pension contribution of 5.5% is also paid. The level of this contribution is reviewed annually.

### **Hours of Work**

The Deputy Manager will be required to work 37 hours per week, Monday to Friday. 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 3<sup>rd</sup> January 2023 – 12 noon

**Interview Date:** Wednesday 11<sup>th</sup> January 2023

**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 operates an Equal Opportunities Policy As an employer we prioritise the safety of our workforce and clients therefore we promote the uptake of Covid19 vaccinations.**