

# Young People’s Practitioner

(Salary as advertised)

**Chester/ Ellesmere Port/  
Northwich**

**22.5 Hours per Week**

**Fixed Term**

## 1. Main purpose of the role

The Young People Practitioner will be responsible for delivering our vibrant and exciting Young People’s Service in Cheshire West & Chester. The post-holder will bring passion and enthusiasm alongside a commitment to working to support young people and their families.

This dynamic role will require the post-holder to deliver early intervention and prevention work and provide specialist drug and alcohol treatment for young people to:

- ▶ prevent young people from engaging in substance misusing and risk-taking behaviours
- ▶ enable young people to develop boundaries, emotional resilience and self-esteem
- ▶ actively support young people to reduce and/or stop harmful behaviours such as drug and alcohol consumption, encouraging prosocial and healthy alternatives

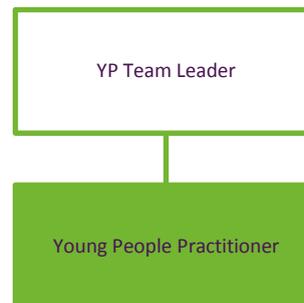
They will carry a caseload of young people and will be required to:

- ▶ provide full comprehensive assessment, care planning and risk management.
- ▶ deliver brief interventions, resilience training and harm minimisation
- ▶ involve and support families and carers of YP accessing the service
- ▶ liaise with and work in partnership with key agencies and stakeholders including the YOS, CAMHS, social services, police and probation
- ▶ where necessary, deliver structured group work to YP

## 2. Reporting and working relationships

### Reporting relationships:

- ▶ **Reports to:** Team Leader



<p><b>Effective working relationships:</b></p> <ul style="list-style-type: none"> <li>▶ The management team: Service Manager and Central Support Leads</li> <li>▶ Stakeholders and partners including YOT, CAMHS, Social Services, Police and Probation</li> <li>▶ WDP and partnership employees and volunteers</li> <li>▶ Service users and communities</li> <li>▶ Families and carers</li> </ul>	
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### 3. Role-specific responsibilities

<p>3.1</p>	<p><b>To deliver a safe and effective substance misuse service that support young people</b></p> <ul style="list-style-type: none"> <li>▶ To undertake assessments and deliver structured treatment to young people</li> <li>▶ To provide brief interventions, harm minimisation advice and information to young people and their families</li> <li>▶ To involve and support families and carers of the young people accessing the service</li> <li>▶ To liaise with and work in partnership with key agencies and stakeholders that include YOT, CAMHS, Social Services, Police, Probation and the Courts</li> <li>▶ To deliver, where necessary, structured group work to young people, including a focus not just on drug and alcohol misuse but targeting “at-risk” behaviours</li> <li>▶ To ensure prevention is a hallmark of the service, with a focus on prosocial behaviour</li> <li>▶ To deliver care coordination to clients in a flexible, young person-focused and effective manner, including case management as required.</li> </ul>
<p>3.2</p>	<p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>▶ To support effective governance by working to WDP’s legal and regulatory responsibilities. To work in conjunction with and stay abreast of current Child Protection guidance and best practice</li> <li>▶ Work within WDP’s commitment to safeguarding best practice, ensuring that the safeguarding and wellbeing of children and vulnerable adults is protected in all project management activities and that this safe commitment and practice is passed on to all staff engaged in project activities.</li> </ul>
<p>3.3</p>	<p><b>Performance management</b></p> <ul style="list-style-type: none"> <li>▶ To ensure all case recording and documentation is accurate and up-to-date at all times, using WDP’s case management</li> </ul>
<p>3.4</p>	<p><b>Quality of service</b></p> <ul style="list-style-type: none"> <li>▶ Ensure that the service respond to the needs of patients, service users and carers</li> <li>▶ Ensure that the service is mobilised and delivered in line with WDP policy and procedure, and are compliant with our internally and externally audited standards</li> </ul>

3.6	<p><b>Information management</b></p> <ul style="list-style-type: none"> <li>▶ Adopt the principles of Information Governance and ensure the security and safety of premises, equipment, records and resources</li> <li>▶ To ensure that they deliver against the intended outcomes and progress towards set milestones, whilst proactively monitoring the state of readiness and risks and issues that need to be addressed.</li> </ul>
3.7	<p><b>Resource management</b></p> <ul style="list-style-type: none"> <li>▶ Ensure all resources are used effectively, taking advantage wherever possible of the potential for economies of scale and scope</li> <li>▶ Ensure effective time management, making best use of personal and case management supervision</li> </ul>
3.8	<p><b>General accountabilities</b></p> <ul style="list-style-type: none"> <li>▶ Participate constructively and positively in internal and external meetings and events: behaving as a role model and promoting and supporting communication channels and relationships that reflect positively on WDP</li> <li>▶ Comply with WDP’s policies and procedures and complete all mandatory training</li> <li>▶ Comply with all health and safety policies and guidelines, taking responsibility for your own safety, that of colleagues, and others as applicable</li> <li>▶ Observe professional integrity in relationships with all stakeholders</li> <li>▶ Treat all information acquired as a result of your employment at WDP as confidential, complying with all relevant policies and procedures</li> <li>▶ To ensure that WDP’s Equal Opportunities Policy is incorporated into daily work practice at all times.</li> </ul>
3.9	<p><b>Contributing to the promotion and success of the Capital Card® scheme</b></p> <ul style="list-style-type: none"> <li>▶ Follow the process for enrolling all consenting service users onto scheme and rewarding points for appropriate interventions</li> <li>▶ Actively promote the scheme, the Companion App and local spend partner opportunities to service users at every opportunity</li> <li>▶ Attend relevant training as required</li> </ul>
<p><i>The above is an outline of the post holder’s duties and responsibilities. It is not intended as an exhaustive list and may change from time to time in order to meet the changing needs of WDP.</i></p>	

<b>Person specification</b>		<b>E/D</b>	<b>Measured by</b>
<p>Essential and desirable requirements (E &amp; D) for the role and assessing and testing the necessary level of competence required for this role either via the application form (A); interview (I); and/or exercises (E).</p> <p><b>Please note</b> - applicants are asked to evidence their ability to meet each aspect of the person specification below, e.g. by highlighting relevant key achievements and duties held within roles.</p>			
<b>1.</b>	<b>Education, knowledge and experience</b>		
1.1	Educated to degree level or equivalent (a relevant project management qualification or significant practice experience is desirable).	E	A and I
1.2	Proven experience of working with Young People and developing appropriate service responses.	E	A and I
1.4	Experience of meaningful and proactive service user involvement	E	A and I
1.6	Experience of working in Criminal Justice settings.	D	A and I
<b>2.</b>	<b>Abilities and skills</b>		
2.1	Good written and communication skills	E	A and I
2.2	Demonstrable skills in setting up, developing and evaluating partnerships with other agencies	E	A and I
2.3	An ability to work with clients at different stages of behavioural change	E	A and I
2.4	Effective interpersonal skills and the ability to engage successfully with internal and external stakeholders at all levels	E	A and I
2.6	High levels of personal IT competency	E	A and I
2.7	Ability to work flexible hours and outreach, including weekends and evenings.	E	A and I
<b>3.</b>	<b>Working within WDP's framework of commitments to employees</b>		
3.1	A commitment to engaging with and positively promoting WDP's values, vision, mission and strategic objectives	E	A and I
3.2	An understanding of and commitment to safeguarding best practice	E	A and I
3.3	An understanding of the importance of professional integrity	E	A and I
3.4	A responsible approach to health, safety and wellbeing	E	A and I
3.5	A commitment confidentiality relating to all information acquired through the course of your employment	E	A and I
3.6	An understanding of information governance processes and a commitment to follow and apply all necessary safeguards	E	A and I
3.7	A commitment to learning to improve and broaden your own professional knowledge and skills and those of your team members	E	A and I
<b>4.</b>	<b>Key competencies</b>		

4.1	<b>Delivering value: <i>growth and cost control</i></b> <ul style="list-style-type: none"> <li>▶ Sees the bigger picture: relates WDP’s values, goals and priorities positively; challenges and addresses inconsistencies</li> <li>▶ Ensures organisational growth through relationship management and effective mobilisation and service change</li> <li>▶ Controls costs, identifies and mitigates risk: ensures mobilisations are delivered to contract specification and within budget.</li> </ul>	E	A and I
4.2	<b>Ensuring safety: <i>no avoidable harm while in our care</i></b> <ul style="list-style-type: none"> <li>▶ Leads with transparency and candour to ensure clarity, safety, effectiveness and accountability for all employees</li> <li>▶ Ensures safety and effectiveness through a performance-led culture focused on positive outcomes</li> <li>▶ Ensures safe and effective services through evidence-based care and by promoting health and wellbeing and building recovery in communities.</li> </ul>	E	A and I
4.3	<b>Increasing effectiveness: <i>for service users and commissioners</i></b> <ul style="list-style-type: none"> <li>▶ Leads effective and well-communicated mobilisation and service change activities that engage workforce, service users and partners</li> <li>▶ Ensures sustained recovery pathways for all service users</li> <li>▶ Delivers improved health and social care outcomes</li> <li>▶ Ensures WDP services are responsive to local needs.</li> </ul>	E	A and I
4.4	<b>Enhancing experience: <i>workforce, service users and commissioners</i></b> <ul style="list-style-type: none"> <li>▶ Leads with emotional intelligence and builds relationships</li> <li>▶ Ensures a tiered approach to service user involvement within all mobilisation and service change projects</li> <li>▶ Ensures service users experience high levels of satisfaction and experience in mobilisation projects and service changes</li> <li>▶ Ensures visible recovery activities are integral to all services.</li> </ul>	E	A and I
<b>5. Equality, diversity, vision, mission and values</b>			
5.1	An empathy for and understanding of our mission, vision and values.	E	A and I
5.2	Commitment to equal opportunities and overcoming barriers to diversity and equality.	E	A and I
5.3	Experience of working with people from a range of social, cultural and ethnic backgrounds.	E	A and I
5.4	Experience and commitment to supporting and working within diversity awareness environments.	E	A and I
<b>6. Circumstances</b>			
6.1	Able to travel as required for the role and attend meetings and other activities outside office hours.	E	A and I
6.2	A flexible approach to workload.	E	A and I

			Authors		
	Version number	Date	Initials	Initials	Initials
	0.1	07/11/2018	MT		
	0.2	17/01/2019	EC		