

## Job Description

<b>Title of Post:</b>	Carer Development Worker (Substance Misuse)
<b>Location:</b>	Based at Angus Carers Centre and working throughout the Angus area
<b>Hours:</b>	Equivalent to 35 hours per week ( <i>this post is open to job share</i> )
<b>Salary:</b>	Pt 27 – 30 £23,697 - £26,235
<b>Responsible to:</b>	Adult Services Team Leader

### Purpose of Job

To work as a member of the Angus Carers Centre Adult Services Team offering practical and emotional support for carers of those with alcohol and/or drug dependency related issues including those Affected with Alcohol Related Brain Damage (ARBD).

A key part of this role is developing and facilitating individual and group support throughout Angus ensuring this is appropriate to specific carers. This role will also identify the numbers and needs of hidden people with an unpaid caring responsibility for family or friends with alcohol and/or drug dependency related issues, and also identify gaps in the provision of services for carers.

### Main Tasks

#### Work with Carers:

- a) Undertake assessments and identify supportive interventions required to undertake their caring role
- b) Provide a high quality information and support service; and signpost to other services as appropriate, including local Advocacy Services.
- c) Provide respite or 'time out' opportunities in consultation with carers.
- d) Undertake specific group work in a range of geographic areas within Angus according to identified need.
- e) Investigate the need for locality based Family & Friend Support Groups based on the SMART Recovery ethos and model.
- f) Involve carers in producing and developing publicity and promotional materials, including a handbook specifically for caring for individuals with drug and/or alcohol dependency related issues.
- g) Promote opportunities for developing and sustaining on-going peer support.
- h) Broaden the base of carers registered with Angus Carers Centre to include 'hidden carers' including identifying and recording current unmet need.
- i) Identify carers training needs at a local level and facilitate training as appropriate.

## **Work with Professionals:**

- a) Work within the Adult Services Team to liaise with Social Work staff and staff in Primary Care to raise awareness of carers and the specific support services available to carers.
- b) Coordinate and facilitate Carer Awareness training/education to staff in the statutory sectors and third sector.
- c) Undertake work, using proven methodology of similar projects, with regard to identifying carers and to ensure they are offered an initial assessment.
- d) Engage in consultation with statutory and voluntary agencies in order to promote carers interests and represent Angus Carers Centre at meetings by contributing to the design and development of drug and alcohol services in Angus to provide appropriate support for carers.

## **General Responsibilities**

- a) Maintain accurate and confidential records.
- b) Produce verbal and written reports as required.
- c) Maintain statistics as required.
- d) Ensure good practice and confidentiality boundaries are maintained at all times.
- e) Participate in a continuing learning & development plans, including regular support and supervision meetings, training activities and bi/annual reviews.
- f) Evidence commitment to working as part of our integrated staff team.

*The above does not represent an exhaustive list of responsibilities and tasks but indicates the main responsibilities required from employees in this role. The organisation reserves the right to require employees to perform other duties from time to time.*

*This is an exempted post under the Rehabilitation of Offenders Act. The nature of this role means that the post holder will be in a position of trust carrying out regulated work with vulnerable people, and will therefore be required to register with the PVG Scheme in Scotland.*

*This requirement is in line with the Protection of Vulnerable Groups (Scotland) Act 2007 and also with the Centre's own Disclosure Policy.*

Updated 22.4.19