

**BYHP
Job Description
Alcohol Worker**

Salary: NJC Spinal Points 23 – currently £20,196

Hours of work: 37 per week, flexible working, including evenings and weekends

Responsible to: Crisis Services Manager

Responsible for: Volunteers and Peer Educators

Post Objective:

- To develop and run an alcohol awareness project in the Young People's Centre and in local secondary schools

Main Duties and Responsibilities

1. Service Delivery

- 1.1 You will work with the Crisis Services Manager to develop the service.
- 1.2 You will deliver alcohol support and advice services to young people accessing BYHP's services.
- 1.3 You will deliver focussed sessions to young people regarding alcohol.
- 1.4 You will deliver alcohol awareness sessions in local secondary schools and other support agencies, assisted by appropriately trained peer educators.

2. General

- 2.1 You will promote and publicise the services.
- 2.2 You will meet the outcome monitoring and evaluation requirements of the post.
- 2.3 You will keep clear, confidential records in line with the Data Protection Act.
- 2.4 You will work in line with BYHP's Policies and Procedures, e.g. Child Protection, Equality and Diversity, Health and Safety, etc.
- 2.5 You will work within BYHP's Code of Conduct and professional boundaries at all times.
- 2.6 You will participate in supervision, appraisals, meetings and training as agreed with your Line Manager.
- 2.7 You will support and manage volunteers and peer mentors.
- 2.8 You will develop, encourage and support the involvement of young people in all aspects of the service.
- 2.9 You will take on other responsibilities as appropriate and as agreed with your Line Manager.

BYHP (Working with Young People)

**Person Specification
Alcohol Worker**

	Essential	Desirable	Method of Assessment
Experience	<ul style="list-style-type: none"> ▪ Minimum of two years experience of working with young people aged 16-25 ▪ Experience of individual casework. ▪ Experience of group work with vulnerable clients. ▪ Experience of working on own initiative toward defined objectives and targets. ▪ Experience of working in partnership with other professionals. ▪ Experience of effective monitoring and evaluation systems. ▪ Key or link working experience with clients. 	<ul style="list-style-type: none"> ▪ Work within a community or voluntary organisation. ▪ Experience of working in holistic way using a variety of mediums. 	<ul style="list-style-type: none"> ▪ Application and interview
Skills and Knowledge	<ul style="list-style-type: none"> ▪ A good understanding of the dynamics of group work ▪ Knowledge of issues relating to alcohol abuse. ▪ Knowledge of Child Protection legislation and protocol. ▪ Ability to communicate effectively both verbally to individuals and in writing. ▪ Ability to work as part of a team. ▪ Ability to plan, 	<ul style="list-style-type: none"> ▪ Computer skills ▪ Knowledge of welfare rights/benefit system 	<ul style="list-style-type: none"> ▪ Application and interview. ▪ Short written assignment of presentation.

	<p>initiate and deliver pieces of work within specified time limits.</p> <ul style="list-style-type: none"> ▪ Assessment, planning and evaluation skills in the context of casework. ▪ Ability to work in an empowering way with young people. 		
Qualifications and Training	<ul style="list-style-type: none"> ▪ Recognised qualification in one or more of the following/related areas: Youth and Community, Social Work or Counselling. 	<ul style="list-style-type: none"> ▪ English and Maths GCSE or O Level. ▪ Specific alcohol training 	<ul style="list-style-type: none"> ▪ Application (you will be asked to bring evidence to interview).
Equal Opportunities	<ul style="list-style-type: none"> ▪ A good understanding and commitment to equality of opportunity throughout all aspects of the service in respect of race, gender, mental health, disability and sexuality. ▪ Experience of putting equal opportunities into practice. 		<ul style="list-style-type: none"> ▪ Application form and interview.
Disposition	<ul style="list-style-type: none"> ▪ Self-reliance and ability to work both individually and in a team. ▪ Demonstrable respect for confidentiality ▪ Non-judgemental approach ▪ Willingness to undertake further training and professional development. 	<ul style="list-style-type: none"> ▪ Occasional weekend work if required. 	<ul style="list-style-type: none"> ▪ Interview and references.
Other		<ul style="list-style-type: none"> ▪ Valid driving 	

		licence. ▪ Use of a vehicle.	
--	--	---------------------------------	--