

**Recovery Worker Didcot|Restore**

<b>Department:</b>	Recovery Group	<b>Reports to:</b>	Recovery Coordinator, Fleet Meadow, Didcot
<b>Employment term</b>	Full Time/Perm 35 hours per week	<b>Salary:</b>	Salary £19,380 per annum
<b>Position based in</b>	Didcot OX11 8TP	<b>Benefits</b>	EAP, Individual Training Budget, Pensions, Occasional working from home, Childcare Vouchers, Travel loan, Eye Care scheme, Cycle to work scheme, 33 days holiday, four weeks' unpaid sabbatical after five years' service

The Recovery Group offers Restore members the opportunity to engage with a range of structured interventions that will support people to take control of their recovery, develop skills and lead meaningful lives.

Staff provide information, advice and guidance which covers a range of activities and interventions that help members to become more self-reliant, plugged into the local community and better able to manage their personal and career development, including learning.

Fleet Meadow recovery group provides people with mental health problems with the opportunity to take part in structured activity in gardening, crafts, woodwork in the process learning new skills or enhancing old ones.

It also offers members opportunities to further improve their health and well being with access to physical sports activity in local centres.

Empowering members is at the centre of everything we do at Fleet Meadow. There is a team based approach with emphasis on negotiation and problem solving and improved communication skills with peer support. The team will also provide access to coaching and resources on employment and training.

### Key responsibilities

Staff provide information, advice and guidance (IAG) which covers a range of activities and interventions that help service users to become more self-reliant and better able to manage their personal and career development, including learning.

IAG includes:

- The provision of accurate, up-to-date and objective information about personal and lifestyle issues, learning and career opportunities, progression routes, choices, where to find help and advice, and how to access it.
- The provision of advice through activities that help people to gather, understand and interpret information and apply it to their own situation.
- The provision of impartial guidance and specialist support to help people understand themselves and their needs, confront barriers, resolve conflicts, develop new perspectives and make progress.



More specifically, the job entails:

- To support the overall day to day running of the recovery group
- To monitor and support individual service users recovery journey through creative and varied work activities
- To support service users to develop transferable skills through practical work and social interaction
- To involve service users in the development and delivery of the service
- To involve service users in the development and delivery of their individual support
- To implement effective risk management

Under the supervision of the Recovery Coordinator, the post holder will support the planning, training and supervision of recovery activities.

As a team member they will be expected to undertake all aspects of the work of the project as decided by the group including on-site sales to the public of goods produced by the group and participation in running open days and other events.

The post holder will be provided with a tailor-made training programme covering all aspects of basic recovery work.

### **Specific Responsibilities:**

#### **1. To encourage service users to function independently and set positive, realistic goals for themselves as a means to improving their quality of life, by:**

- Empowering and involving service users in the running of the project(s)
- Fostering a climate of positive change within individuals and the group, working to support individuals to achieve agreed goals/ action plans
- Developing teamwork and encouraging the group and individual service users to take responsibility for tasks
- Promoting the acquisition of skills through provision of a variety of tasks which service users can do to gain skills
- Incorporating the use of information technology as appropriate
- Working closely with other team members to maintain and further develop a challenging work environment that encourages learning and individual development
- Increasing access to mainstream opportunities.
- To provide IAG sessions. Accurate, up-to-date and objective information about personal and lifestyle issues, learning and career opportunities, progression routes, choices, where to find help and advice, and how to access it.
- The provision of advice through activities that help people to gather, understand and interpret information and apply it to their own situation.
- The provision of impartial guidance and specialist support to help people understand themselves and their needs, confront barriers, resolve conflicts, develop new perspectives and make progress.

#### **2. To assist in maintaining and monitoring the effectiveness of the project**

- Keeping accurate and up to date records and accounts
- Implementing and using systems to record service user progress
- Helping to ensure that buildings on the site are properly maintained and to be involved in the care and maintenance of equipment/ stock used



- Participation in staff and group meetings and any other relevant meetings
- Liaison with other staff and outside agencies as appropriate and work with Oxford Mental Health Partnership.

### 3. To ensure compliance with all relevant Health and Safety legislation by

- Ensuring risk is assessed and managed
- Ensuring awareness among service users and visitors of any potential hazards and ensuring that safety is maintained at all times
- Instructing and training all those people involved in the project in relevant Health and Safety procedure
- Ensuring Food Hygiene and Health and Safety standards are adhered to as per Restore's Food Safety Policy and national Health and Safety Regulations

### Specific skill and project information:

This post is a development opportunity for candidates wishing to start work in the field of mental health rehabilitation. We are looking for a person with a positive attitude and willingness to learn. The post provides training, supervision and support to develop skills and take on greater responsibility and career development.

### General Responsibilities:

- To comply with the organisation's relevant policies and procedures
- Address issues of race, culture, gender, class, disability, sexual orientation, age and other discrimination in relation to mental health issues
- To do all that is reasonably practicable to maintain a safe and healthy work environment, with regard to appropriate risk assessments and ensuring compliance with local and statutory requirements
- To participate in regular supervision with the Recovery Coordinator
- To undertake any other duties as may be required by Restore

### Person Specification

#### Essential Requirements

- A positive attitude towards people with mental health problems, in particular people's ability to develop and change
- Excellent communication skills and the ability to communicate with people on all levels, and to adhere to detailed protocols in a supportive environment where clarity of respective roles and responsibilities, and compliance to working agreements and conditions is paramount
- Ability to work with challenging behaviours and people with complex needs through assertive, respectful and appropriate support relationships
- Awareness of and commitment to all aspects of anti-discriminatory practice
- Ability to work on own initiative, to prioritise, organise work and meet deadlines
- Ability to motivate others
- Ability to work as part of a team
- Ability to keep accurate and up to date records



## Desirable Requirements

- Experience of working with people with mental health problems
- Experience in gardening and/or woodwork and/or craft.
- Experience of group work
- Knowledge of mental health services and systems
- Knowledge of relevant health and safety legislation
- Experience of sales and/or marketing activity

This job description is likely to change over time, subject to discussion with the post holder, and in line with the expectation of funders and the strategy for the organisation agreed by the Board of Trustees.

## Other Information:

- Any offer of employment is subject to a satisfactory Disclosure and Barring Service.
- This post will be on a 1 month's notice period.
- Willing to undertake evening and weekend work when required
- There is a probation period of six months for new employees, during which time your employment will be monitored. Your employment will be subject to you completing your probationary period to the satisfaction of Restore

## About Restore

Restore is an Oxfordshire charity that provides expert support in innovative rehabilitation, employment and training support for people with mental health problems. Our aim is to work with people with mental health problems to enable them to achieve their maximum potential.

Restore is a charitable company limited by guarantee and our trustees are elected by our membership and run the organisation on their behalf.

We believe that everyone has talents and abilities, and the capacity to make a valuable contribution to the community. We believe that people with mental health problems have the right to work and the right to the support they need to become and remain employed. We believe that the stigma associated with mental health problems damages the whole community and we work to challenge this discrimination.

Restore works in Oxfordshire with people who have mental health problems. We work with about 1,000 people a year and enable people in their journey of recovery and support them to get paid work.

Restore provides two main types of support. These are coaching and recovery groups. Coaching is one to one support aimed at enabling the person supported to do something specific. Restores coaching support focuses on supporting people to get paid work, to go back to work after a period of sickness, or to start education. Recovery groups provide people with the opportunity to come together in a group and work on their journey of recovery together. They use practical tasks (such as gardening, woodwork, craft, catering) to make this possible.

Find out more at [www.restore.org.uk](http://www.restore.org.uk)

