

Title:	Recovery Community Development Coordinator
Base:	Area wide (Bedfordshire)
Hours:	37.5 hours per week
Salary:	£21,000 - £25,000 (Depending on experience)
Responsible to:	SAMAS Manager - Bedford

Key Information:

Community Led Initiatives (CLI) deliver the Support, Advice, Mentoring and Advocacy Service (SAMAS) which provides recovery-based interventions for people who want to make lasting changes from addictions to drugs and/or alcohol. The project offers award winning peer mentoring, groups and activities and broader support to access community-based services across the County. It operates as the conduit between the statutory drug and alcohol treatment provider and other organisations that can meet the needs of this client group, which includes agencies in mental health and wellbeing, learning and personal development, and skills and employment.

CLI'S mission is to help people to achieve their full potential who want to feel part of a community. Through mentoring and groups, we remove barriers for people who feel socially excluded while facing complex issues such as drug/alcohol misuse, homelessness, offending and mental ill health. Our vision is that everyone should have the opportunity to feel like a valued member of society and our values underpin every aspect of what we do, from the way we provide support, to who we recruit, and how we grow and develop. This role is pivotal in expanding the links between services to give broader opportunities for people to move towards a healthier and happier life.

The project not only offers recovery focussed interventions, but it is also building peer-led recovery communities and it has become the bridge between the treatment services and the wider community. With an ethos and belief that recovery is self-defined, infectious and achievable by any individual, irrespective of their circumstances, we want to recruit a dynamic person to support our existing team to promote recovery throughout Bedfordshire.

We have developed a set of **values** that run through everything that we do:

- People come first in all our work.
- People need connections – to other people and to their communities.
- We believe in the power of relationships to build these connections.
- We value how all life experiences build strengths and capabilities.
- We believe in helping people achieve their potential through using these strengths and capabilities.



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All potential applicants should believe in these values and have the following personal qualities:

- Self-starter
- 'Can Do' attitude
- Confident Communicator
- Pro-active
- Sociable
- Warm Hearted
- Creative thinker
- Reliable
- Resourceful

Main Purpose of Post:

We have built a CLI recovery community which is thriving. There is one to one mentoring and group activities within this CLI community. This role is to link CLI and the recovery experience of our service users and volunteers into the wider community.

- To take the lead on promoting visible recovery in Bedfordshire.
- To coordinate and support the development of the recovery community across Bedfordshire.
- Using recognised mapping tools, the post holder will identify recovery assets / resources within these communities and support the development of independent and self-sustaining community groups.
- The focus of all interventions will be:
 - To promote healthier lives, wellbeing and active citizenship
 - To identify, develop and sustain support networks across the area
 - To promote the support of individuals into recovery
 - To promote involvement by members and significant others in the design of future local services

Principal Duties:

The post-holder will:

- a) Develop a 'connected communities' resource pack and map showing where the resources are and how they are inter-linked within each location
- b) To work closely with the 'Recovery Community' to identify opportunities for the development of member groups, recovery networks, social enterprises (or similar e.g. community interest companies) that lead to productive outcomes for those in recovery.
- c) To develop opportunities between provider(s) and the public/private/third sector in the locality that supports each other's organisational aims around recovery and utilising lived experience.
- d) Working within the partnerships and through close links with the volunteer coordinators, you will support members and people in recovery to develop opportunities that sustain recovery by providing diversionary activities and educational opportunities.



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- e) To act as a link between the provider(s), public/private/third sector in the county, members/ those in recovery to identify opportunities for development and access any financial/other resources that may be available to support such outcomes.
- f) To find new ways of working that promote the recovery agenda including the adoption of asset-based working methods.
- g) To fully support a small team of volunteers with lived experience of recovery to influence systems change within service delivery

How to Apply

The following table lists the criteria that are important to be successful in this role.

Essential Criteria: This is our ‘must have’ section. If any of the criteria points for this section are not answered it can mean you do not achieve the minimum standard, we require for the role.

Desirable Criteria: This is our ‘bonus’ section. If you can evidence how you also meet desirable criteria, then additional points can be achieved to support the recruitment decision. But these skills can be learnt in role.

Subject	Item	Essential	Desirable
Communication skills	Developing productive relationships with clients and communicate issues to staff within the community. Be able to communicate at all levels across the wider community.	Y	
Substance Misuse & Recovery	Knowledge of the issues related to alcohol and drug misuse.	Y	
Ability to work on own initiative	Able to work with minimal supervision and make use of agreed supervision time.	Y	
Administrative skills	Excellent administration skills and be computer literate.	Y	
Anti-discriminatory practice skills	Operate in a non-judgemental manner and have knowledge of relevant legislation in all activities.	Y	
Community Development	The ability to map and develop community assets and networks.		Y
Relationship Building	The ability to build and maintain relationships with a wide range of organisations	Y	
Decision making skills	Track record of decision making skills and be able to recognise when to refer.	Y	
Finance & fundraising	Have experience in fundraising and the knowledge of developing social entrepreneurs.		Y
Marketing	Experience of social media and event planning		Y



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Subject	Item	Essential	Desirable
Mobility	Full driving licence and relevant insurance cover.	Y	

To apply, send your CV and a supporting statement, outlining clearly how you meet the criteria in the table above to: peter.atherton@communityled.org.uk

Deadline for CV's: 10:00 am Tuesday the 6th of August, 2019.

Interview Date(s): Wednesday 21st & Thursday 22nd of August, 2019.

Guidance for a great supporting statement!

This guidance is designed to help clarify how we use the information you give us to make decisions. For each of the essential criteria points, you need to provide a response showing how you meet what is requested. Your responses will be scored using the following framework:

Score	Guidance
10	Significant positive evidence of ability and knowledge, clear and in-depth answers given and clear examples of where individuals have excelled. No elements of the answer give cause for concern.
8-9	Significant positive evidence of ability and knowledge, answers are in depth overall. Clear evidence that candidate has worked to a high standard. Little or no cause for concern
5-7	Some positive evidence of ability and knowledge, good level of detail given in the answers. Clear evidence that the candidate possesses the key competences and no real causes for concern
1-4	Little positive evidence of ability and knowledge or causes for concern
0	No evidence of ability to meet requirements



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