






## Job Description (Part 1)

Post	
Job Title	Peer Support Worker (Fixed Term until March 2026)
Job Holder	Vacant – various
Location	Community setting (travel will therefore be required across areas other than your base as and when required time to time around Nottinghamshire)
Hours	Variable (Full Time and Part Time hours available)
Reports to	Programmes Manager – Double Impact

Double Impact Services	
Our Mission	<p><b>INSPIRING CHANGE AND POSITIVE CHOICE</b></p> <p>Double Impact is a registered charity and not for profit organisation, established in 1998.</p> <p><b>Our Mission</b> is to provide a quality service which promotes recovery and community integration for people who have experienced problematic drug and alcohol use. This is achieved by providing opportunities for personal development, healthy choices, education, vocational training, employment and access to housing.</p> <p>By placing our service users' needs at the heart of our ethos and their own treatment experience, we provide a uniquely holistic, flexible service.</p> <p>We believe that with the right support everybody can recover and that in recovery anything is possible.</p>
Peer Support Worker (Substance use)	<p>Double Impact Services are delighted to be continuing to work with the Nottinghamshire Healthcare NHS Foundation Trust to provide Lived Experience Peer Support Workers (PSW) to work within the Countywide Coexisting Substance Use and Mental Health Pathway, with scope to work more broadly with Severe Multiple Disadvantage (SMD) specifically aimed at supporting people coming through services who are facing a combination of significant challenges, often including mental health issues, substance use and homelessness.</p> <p>Substance use and mental health issues are often inextricably linked. For people who are experiencing these issues it can often feel isolating and debilitating. Surviving and thriving can be very challenging, especially in communities that exclude or stigmatise substance use and mental health experiences.</p> <p>PSW will support engagement by using their own lived experience to help others within the Coexisting Substance Use and Mental Health Pathway and cover all ages from 18+ and will use their experiences to offer empathy and understanding to others, inspiring hope and belief that recovery is possible.</p>
Our Values	<p> <b>Supportive</b> to individuals and their diverse needs and to the wider treatment community;</p> <p> <b>Passionate</b>: about everything we do;</p> <p> <b>Inclusive</b>: by involving service users and staff in all aspects of what we deliver and through working in partnership;</p>

	<p> <b>Responsive:</b> to our service users' changing needs, to the communities in which they live and to our staff;</p> <p> <b>Effective:</b> In realising individuals' goals and achieving our aim.</p>
<b>Job Profile</b>	
<b>Purpose of Job</b>	<p>The role will offer peer support together with practical assistance in order to help people feel in control of their lives and their own unique recovery process. Within a relationship of mutuality and information sharing, the role will promote choice, self-determination and opportunities for the fulfilment of socially valued roles and connection to local communities.</p> <p>The peer support worker will act as a recovery champion within the team and as an ambassador of recovery for both Double Impact and the Nottinghamshire Healthcare NHS Foundation Trust with external agencies and partner organisations. Peer support workers will also be expected to invest in their own personal and professional development as well as supporting the ongoing development of peer roles.</p>
<b>Service Locations</b>	<p>To work within the Countywide Coexisting Substance, Use and Mental Health Pathway in Nottinghamshire Healthcare NHS Foundation Trust.</p> <p>Locations to be discussed at interview</p>
<b>Position in Organisation</b>	<ul style="list-style-type: none"> <li>• Reports to Double Impact's Programmes Manager</li> <li>• There will also be a line management reporting to and Coexisting Substance Use and Mental Health Pathway Team Leader</li> <li>• Point of contact for/with service users in the community</li> <li>• Point of contact for/with community resources/providers</li> </ul>
<b>Purpose of Job</b>	<p>To work as part of the Coexisting Substance, Use and Mental Health Pathway multidisciplinary community team, offering motivation and peer support to people who are being supported by community mental health teams with substance use issues. To work with service user on their individual recovery journeys.</p> <p>You will be part of a team that encourages and empowers people - we are ambitious for our service users to achieve their goals and aspirations; your lived experience will help shine a light on what is possible with support and personal commitment.</p> <p>To build positive relationships within the Pathway and the Teams, working with them to enhance the service user's knowledge of treatment and recovery services.</p> <p>You will promote the range of services that may be available to them both internally and within their local communities and advocate their potential benefits.</p> <p>To champion the benefits of drug and alcohol treatment and of abstinence-based Recovery.</p>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• A good level of literacy &amp; IT Skills and familiarity with, word, emails, Microsoft outlook</li> <li>• Successfully completed DI accredited Level 2 Mentoring Training and/or NHS Peer Foundation Training (Preferred) or willing to work towards.</li> <li>• To have lived experience of drug or alcohol use/dependence and have completed the Double Impact Mentoring qualification.</li> <li>• To be in recovery and proactively working a recovery programme</li> </ul>

## Job Description (Part 2)

Duties & Key Responsibilities	
Key Responsibilities:	<ul style="list-style-type: none"> <li>To establish supportive relationships with people using mental health services with substance use issues, based on the core principles of peer support (mutual, reciprocal, strengths focused, safe, progressive, non-directive, recovery focused and inclusive) Ensure good working relationships are established and maintained with service users, service partners, colleagues, management and community networks</li> <li>To act as a face and voice of recovery, share safe personal experiences of recovery and coping strategies, to build connections, to show those embarking on the recovery journey that anything is possible!</li> <li>To use active listening skills to help people develop self-understanding and identify their personal recovery goals, whilst demonstrating personal and professional boundaries at all times and adhere to our code of conduct</li> <li>To raise awareness of recovery language among Trust staff by modelling positive, strengths based, non-discriminatory, non-jargon, non-medicalised language in all areas of work</li> <li>To update and maintain NHS clinical records and DI information on relevant systems</li> <li>To proactively participant in any work-related activity such as peer development days, case management reviews, pathway meetings, multi-disciplinary, CPD, staff meetings etc</li> <li>To ensure the health and safety of yourself, other staff and clients by following health, safety and security procedures in the working environment. To ensure that Lone Working Policies are followed at all times</li> <li>To ensure that any safeguarding concerns are flagged to your supervisor immediately, this maybe Clinical professional, Pathway Team leader or as directed</li> <li>To ensure that Equality of Opportunity policies and anti-discriminatory practice are adhered to and fully implemented at all times and that all practice positively promotes Double Impact's and the NHS Trusts commitment to valuing diversity</li> <li>To ensure that you abide by relevant legislation, statutory policy and ensure that all aspects of confidentiality and Data Protection are adhered to, as required Double Impact &amp; NHS Trust policies and procedures</li> <li>To carry out all work in accordance with the company and its partners' philosophy and ethos</li> <li>Such other duties as the management may from time to time reasonably require</li> <li>To ensure the Service User voice is captured and at the heart of our service delivery as part of case studies</li> <li>To complete all mandatory training requirements</li> </ul>

## Job Specification (Part 3)

Person Specification		
	Essential	Desirable
<b>Education &amp; Experience</b>	<ul style="list-style-type: none"> <li>To be in a period of stable recovery from substances c.12 months and be aware of the substance/alcohol services on offer within the community or have an extensive background in supporting others with addiction.</li> <li>To no longer be involved with the Criminal Justice System</li> <li>Good track record of reliability, attendance and timekeeping</li> </ul>	<ul style="list-style-type: none"> <li>Successfully completed DI accredited Level 2 Mentoring Training or willing to work towards. NHS Trust Foundation Training. Level 1 &amp; 2 Mental Health Awareness</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>To have lived experience of substance/alcohol use and recovery</li> <li>To be knowledgeable about other services available within Nottinghamshire which would support and further enhance service users' recovery journeys.</li> <li>Knowledge of the issues facing substance users including appropriate medical interventions, social care and health issues</li> <li>Knowledge of drugs and alcohol and their effects</li> </ul>	
<b>Abilities</b>	<ul style="list-style-type: none"> <li>To be able to share personal experiences in a supportive, emotionally safe way and within agreed boundaries</li> <li>To use approaches which support open dialogues and emotional honesty between all involved in order to build transparent, mutual relationships with people</li> <li>Able to organise own day to day work tasks and activities based on supporting the needs of the community team and the personally defined goals of people receiving support</li> <li>An ability to relate to others and their personal recovery journey, understanding that everyone's recovery is different</li> <li>Awareness of and ability to maintain professional boundaries and work effectively with partnership agencies</li> <li>Confidence to work on own initiative as well as part of a team</li> <li>Responds flexibly to the demands of the post</li> </ul>	<ul style="list-style-type: none"> <li>Motivational skills and techniques</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>To be able to communicate in an honest and compassionate way with staff members, people using mental health services and their loved ones.</li> <li>Has a professional, empathetic and non-judgmental attitude towards service users</li> </ul>	
<b>Attitudes</b>	<ul style="list-style-type: none"> <li>Willingness to reflect on working practice and personal recovery and be open to constructive feedback</li> <li>A willingness to share own experiences</li> <li>To commit to your own recovery and be open to discussion with respect to ongoing support required to maintain it.</li> <li>To have a non-judgmental attitude</li> </ul>	
<b>Customer Focus</b>	<ul style="list-style-type: none"> <li>Be friendly, smiley, sociable and welcoming to all, demonstrating enthusiasm and energy.</li> <li>Remain calm, patient and polite at all times</li> <li>Be helpful and go out of your way to help our service users</li> </ul>	
<b>Drive</b>	<ul style="list-style-type: none"> <li>Be confident and self-motivated</li> <li>Demonstrate passion, commitment and enthusiasm to recovery</li> <li>Welcome and embrace change, with a positive attitude</li> <li>Be able to work unsupervised in a busy environment</li> </ul>	
<b>Personal Integrity</b>	<ul style="list-style-type: none"> <li>Be honest, reliable, respectful, well presented and professional at all times</li> <li>Maintain excellent time-keeping and attendance</li> </ul>	

<b>Teamwork</b>	<ul style="list-style-type: none"> <li>To be respectful and considerate to colleagues and service users and able to communicate with all levels of people</li> <li>To enthusiastically support the team in pursuit of collective goals</li> <li>Build and maintain good relationships with all team members and work effectively as part of the team</li> <li>Work together with the team to ensure that the service we provide is the best that it can be</li> <li>Be willing to take on jobs to balance the team workload</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>Flexible, adaptable and committed approach to work</li> <li><b>Full driving license and access to a vehicle on a regular basis required.</b></li> </ul>	

## Terms & Conditions (Part 4)

Terms & Conditions of Employment	
<b>Position</b>	Peer Support Worker
<b>Location</b>	<p>TBC - based but with a community setting: -</p> <p>Confirmed at Provisional offer stage.</p> <p>From time to time the need may arise for you to travel out of your normal area and base.</p>
<b>Hours</b>	<p>Full time post is 37 hours per week. We will consider a mixture of part time and full time working.</p> <p>You are entitled to a daily unpaid meal break of 40 minutes depending on hours worked.</p> <p>In addition to your normal hours of work, you are required to work any necessary additional hours for the proper performance of your duties. This may include evening or weekend working.</p>
<b>Contract Type</b>	Fixed Term until 31 <sup>st</sup> March 2026
<b>Salary</b>	£23,705 per annum (Full Time Equivalent)
<b>Pension</b>	Auto Enrolment
<b>Probation Period</b>	6 months
<b>Holiday Entitlement</b>	Holiday entitlement in any holiday year is 27 days plus Bank Holidays, which part time employees will receive pro rata.
<b>Notice</b>	<p>Following successful completion of the probationary period, staff are required to give one month's notice in writing to terminate their employment with the Company.</p> <p>During the first month of the probationary period, either the Company or staff member may give one day's notice to terminate their employment. After one month's service and up to satisfactory completion of the probationary period, the Company or staff member may terminate their employment by giving one week's notice.</p>
<b>Conditions</b>	<ul style="list-style-type: none"> <li>Two satisfactory professional, written references, one of which must be the last employer</li> </ul>

	<ul style="list-style-type: none"> <li>• Satisfactory Honorary Contract check</li> <li>• Satisfactory Enhanced DBS Check</li> <li>• Evidence of Right to Work in the UK</li> </ul>
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### Acceptance

The above job description is not all encompassing and is subject to regular review

<b>Signature of Post Holder</b>	I have read and accept the duties and responsibilities outlined in this job description.
	Signature: _____
	Print Name: _____
	Date: _____