**The Forward Trust Job Description**

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| **Position Title** | Doctor / Clinical Lead | **Reports to** | Clinical Director |
| **Salary** | £63,298 - £95,519 per annum | | |
| **Location** | STARS Southend | **Working Hours** | 35 hours per week |

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| **Introducing Forward Trust** |

We are Forward, the social enterprise that empowers people to break the cycle of crime or addiction to move forward with their lives. For more than 25 years we have been working with people to build positive and productive lives, whatever their past. We believe that anyone is capable of lasting change. Our services have supported thousands of people to make positive changes and build productive lives with a job, family, friends and a sense of community.

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| **Purpose of the Job** |

Working at Forward Trust’s Southend on Sea community addictions service, we are looking to recruit a Clinical Lead. The successful applicant should either be on the specialist register of the Royal College of Psychiatrists with an endorsement in substance misuse or a Consultant Addiction Psychiatrist / GP with a special interest / Specialist Addiction Doctor. The post holder will have experience in addiction medicine or be registered as a GP with a special interest in Addiction. Other experience will always be considered.

Working closely with the Southend on Sea Operations Manager, the Clinical Lead will contribute to service development. This will be achieved through working with a multi-disciplinary team, attending meetings and contributing to audits to ensure that service users consistently receive high quality services that adhere to the best practice guidelines and achieve high professional standards. The post holder will be responsible for contributing to the overall performance of the service to support clients moving through their treatment journey and will run clinical sessions across the county of Essex

The successful candidate will contribute to the continuous improvement of our clinical services, act as a role model and will have a recovery-focused approach to treatment.

The Clinical Lead will be able to access a CPD program, receive regular structured supervision and be fully supported in the appraisal and revalidation structure.

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| **Principal Accountabilities** |

**Clinical Duties:**

* Take overall responsibility and clinical leadership of the medical care of all the patients within the service
* Hold and chair monthly patient review meetings.
* Attend daily morning meetings to address all incidents and safeguarding matters.
* Attend the peer group with other Psychiatrists to meet the RCPsych CPD criteria.
* Attend Clinical Governance, Health and Safety and referrals meetings

**Quality / Clinical Leadership:**

* Offer a psychiatric and medical perspective to the multidisciplinary team in relation to the assessment, formulation and treatment of patients
* Take clinical responsibility for patients including patient review meetings, risk reviews, strategic reviews and the development of a therapeutic milieu.
* Contribute to in-house training programmes within the services and offer supervision to other members of the multi-disciplinary team, particularly junior staff
* Be the primary, focal role in the case management of the patients in relation to the referring community, learning disability, local authority and commissioning agencies

**Clinical Governance / Innovation:**

* Contribute to the development and evaluation of services in collaboration with Forward Trust’s senior clinical management team.
* Take part in clinical audits, presenting these to the audit and Clinical Governance meetings
* Developing a job plan in conjunction with the clinical director that suits the needs of the individual and the services

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| **Person Specification** |

**Below is a list of the qualities that we are looking for in applicants to this post. Please address each of these points in your application.**

**Essential**

* MRC Psych or International Equivalent
* GMC Specialist Register Entry with valid Licence to Practice or
* On the GP register with clear experience in substance misuse and
* Attainment of Part 1 and 2 RCGP’s certification in the management of drug misuse.

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| **Forward’s Mission and Values** |

**Our vision**:

Is that anyone, whatever their history and circumstances, can find the help they need to turn away from a life of crime and/or addiction, to build a fulfilling and productive life with family, work and community, while inspiring and supporting others to follow the same path.

**Our mission**:

Is to bring lasting change to people’s lives, away from addiction and/or crime by delivering services that inspire the belief in a better life, and provide clear steps to achieve this change- bringing benefits to our service users, their families and communities.

**Our values**:

Underpin all of our work. They are at the heart of Forward- who we are, what we do and how we do it.

**Empowering:** We pride ourselves on treating others with care, respect and dignity, whether our clients, colleagues, supporters or partners. We believe in nurturing self-belief and independence to empower people to achieve their goals. Through the inspiration of others and by being honest and approachable we aim to support people to build the trust and courage to be the best they can be.   
 **Collaborative:** We seek out opportunities to collaborate with others, identifying common goals and complementary expertise and abilities. Through a respect for the strengths and differences of others; effective and open communication; and a commitment to remaining flexible in our approach, we strive to achieve the best outcomes together.   
  
**Expert:** We approach problems using insights and evidence to find a solution. Our approaches are proven to work and make a positive impact. We are trusted experts, consistently delivering quality whilst remaining adaptable and resilient in the face of change.   
  
**Courageous:** We are deeply committed to our work and ambitious in what we can achieve. We are unafraid to challenge or speak up if it’s needed to do the best work we can. We are courageous enough to not only embrace or generate change where it means we can make an even bigger difference, but also to take responsibility to play our part in delivering that change.   
  
**Innovative:** We embrace creativity in all that we do. Whether seeking out new approaches, adapting and responding to changes around us, solving problems, engaging others or finding smart and cost effective ways of working, we actively look for innovative ideas and new solutions in our efforts to do our best.

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| **Competencies** |

**Self-Awareness/Management:** Sets, maintains and reflects on appropriate professional/personal boundaries within the workplace. Has the self-awareness to state accurately their personal responsibility and skill level.

**Effective Communication:** Provides timely and high quality information to the appropriate people. Delivers open and clear expression of ideas and opinions, both face-to-face and through written medium. Listens effectively and responds appropriately with others.

**Open to Change:** Accepts that change will always be a feature of The Forward Trust: responds positively to new developments and adapts successfully to evolving circumstances and events

**Positive Attitude:** Bases behaviour on a positive set of beliefs, demonstrating a “can do” mentality that seeks solutions and answers to situations; valued by others for their affirming and helpful working style

**Commitment and Accountability:** Answerable for their own personal actions; understands the link between their own responsibilities and activities, as well as the broader organisational goals of The Forward Trust. Rises above personal circumstances and implements a plan of action when confronted by issues or problems.

**Creativity and Innovation:** Generates ideas about, and forms approaches to, the work they undertake. Open-minded and considers how they can constantly refresh the way in which they carry out duties for The Forward Trust.

**Leadership:** Adopts a leadership style that challenges and motivates the team(s) to achieve objectives. Capable of motivational leadership that simulates others to challenge their own thinking, using their initiative to make a fuller contribution.

**Courage and Resilience:** Builds trust and commitment with employees and clients through personal behaviour and conduct. Willing to say what needs to be said at the right time, to the right person, in the right way. Will persist, even when faced with considerable challenges.