

The Forward Trust Job Description

Position Title	Trainee Health and Wellbeing Practitioner (Surrey Region)	Reports to	Team Leader/Service Manager
Location: HMP Highdown			

Introducing Forward Trust's Traineeship

As a Forward trust trainee you will be employed on a fixed 12-month contract. The aim of the traineeship is to provide training and development that facilitates onward employment. Forward Trust aims where possible to recruit and maximise those with lived experience into these roles. During the traineeship you will be supported and given the opportunity to develop the skills and experience to apply for and move into permanent jobs at the end of the 12-month Traineeship. **All Trainees will work with a specific mentor on a bespoke training programme that may include specific qualifications funded by The Forward Trust alongside a comprehensive package of support and supervision.**

Overview

As part of the traineeship, you will be shadowing a member of the team and will be given guidance and support working through the various aspects of the role in the business unit you have been assigned to. The team member you will be shadowing will help ensure you are receiving the training and development needed to become competent in the role. You will receive regular reviews to ensure that you stay on track to successfully complete the traineeship and undertake the compulsory external supervision as part of the traineeship. Part of your time on the traineeship will be spent working, gaining the practical experience and part studying towards achieving the qualification that has been assigned (subject to criteria).

The Forward Trust provide both clinical and psychosocial Substance Misuse Services across Surrey Prisons in partnership with NHS Trust healthcare providers. Each service operates a Health and Wellbeing framework taking a trauma informed and gender responsive approach to delivery of a wide variety of interventions and integrated pathways tailored to meet specific needs of each prison and individual service users. With pro-active partnership working a key aspect in the delivery of these services multi-disciplinary working across mental health, healthcare services and the prison is essential.

You will be based on site working within a team that have a broad skills mix to deliver combined psychosocial and clinical interventions providing recovery-orientated Health and Wellbeing Services to service users aged 18 and over at: **HMP Highdown** a male category C prison located in Sutton.

This will involve working directly with those who are detained in the prison who may present low-level mental health needs and/or substance misuse issues. The service operates 7 days a week therefore weekend working will be a requirement on a rota basis.

Accountabilities

Trainees will receive specific training, mentoring and supervision which will enable them to develop skills in:

- Planning and managing a caseload effectively.
- Reviewing ongoing care and treatment, liaising closely with healthcare and other agencies.
- Co-facilitating groups and programmes to the standard required.
- Multi-disciplinary and integrated ways of working.
- Develop skills in the collection and recording of data for audit, research and reporting Purposes.
- Carrying out assessments risk/initial/comprehensive to inform treatment journeys and interventions relevant to individual client needs including 1:1 sessions and group work/programme facilitation.
- Contribute to the through care needs of service users, supporting them in the development of recovery plans which are appropriate to their needs.
- Competencies required to carry out the second signatory process.
- Take on other reasonable tasks and responsibilities as deemed appropriate by Line Management.

Knowledge, Skills and Experience

An understanding of the needs of vulnerable adults in recovery with experience of previous offending or homelessness.	Essential
Understanding of, and commitment to, the principles of equal opportunity and client confidentiality.	Essential
Able to manage own workload effectively to deadlines and targets.	Essential
An ability to set and maintain professional boundaries.	Essential
Good organisational and communication skills.	Essential

Qualification

Commitment to the completion of identified training programme and any recognised qualifications (subject to criteria).	Essential
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We value lived experience and welcome applications from those in recovery from addiction. The requirements are 2 years abstinence from all substances.