

BRIC Coordinator

Role Purpose

- The BRIC (Building Recovery in Communities) Coordinator will improve outcomes for service users by creating and enhancing their reintegration opportunities both internally and externally.
- They will develop, implement and create these opportunities using a phased and layered approach.
- The BRIC Coordinator will provide line management to volunteers, peer mentors and outreach & engagement recovery practitioners.
- They will lead on the creation of pathways for ETE opportunities, including Vias Recovery in Action (RIA) programmes, ensuring strong links are made with Job Centre Plus, Work Programmes, local businesses and employers.
- The BRIC Coordinator will also lead on Via's award-winning Capital Card® scheme and develop local 'spend' and 'earn' partners to increase opportunities available to service users via the scheme.
- They will work collaboratively with colleagues and key stakeholder across multi-disciplinary teams, ensuring adherence with all locally agreed policies and Safeguarding principles.

Key duties and activities of the role

- Take an active role in the local leadership team and be a strong role model for your team.
- Provide day to day operational management and service delivery through effective deployment of staff and resources across various sites.
- Provide leadership, guidance and support to your team and ensure adequate supervision, meetings, and reflective practice is delivered in line with policies and procedures.
- Ensuring your team works to service level agreements, key performance indicators and service targets through robust performance management procedures.
- Recruit, train and nurture volunteers, peer mentors and service user representatives to build capacity and visible recovery across the borough.
- Facilitate, report on and take ownership of regular service user consultation.
- To create and embed service user involvement across the service to co-produce forums, work plans and activities that are meaningful.
- Establish, maintain and support the success of targeted recovery focused satellites across the borough.
- Support volunteers, peer mentors and service user representatives.
- Actively promote service users involvement initiatives and the Via Capital Card scheme.
- Identify risks and take appropriate action in accordance with locally agreed Safeguarding policies.
- Actively contribute to meetings including multi-disciplinary team (MDT) meetings.

- Maintain accurate and timely records using the designated case management system in compliance with information governance and data security policies and procedures.
- Work flexibly, including across multiple sites and peripatetically when required.
- Undertaking the responsibilities of the Team Manager during planned and unplanned absences.

Person specification for the role

- Passion for and knowledge of substance misuse services or with other socially excluded or vulnerable groups.
- Experience in delivering group work and or staff training.
- Experience of line management.
- Proven ability to meet deadlines, record information accurately and in a timely way and to work calmly under pressure.
- Great team working, communication and interpersonal skills. Demonstrating a highly cooperative approach to supporting colleagues and the whole team to deliver service objectives, as well as in working directly with service users and their significant others.
- Experience of or demonstrable ability to deliver a quality level of service to people with complex needs. This includes the ability to engage people on a one-to one basis or to facilitate group sessions, to be able to complete assessments, care and support plans, risk assessments and to complete case recording to a high standard and in a timely way.
- Good IT skills including use of Windows/Microsoft Office programs and digital meeting platforms and Case Management Systems such as SystmOne.
- Understanding of and ability to apply excellent Safeguarding and risk management practices and a demonstrable understanding of the Health and Social Care regulatory requirements of the Care Quality Commission (CQC), National Institute for Clinical Excellence standards for Health and Social Care and the GDPR confidentiality and privacy regulations.
- NVQ/QCF/RCF Level 3 in Health and Social Care or equivalent. Or the ability and commitment to complete this within 1 year of employment.

Responsibilities for all Via staff

- To work within VIA values and ethos, supportively collaborating with all colleagues, and demonstrating active engagement with the wider organisation.
- To promote and deliver positive, inclusive and anti-discriminatory practices in line with VIA policies, professional and sector requirements, and legislative frameworks.
- To act on all Safeguarding concerns so that all statutory and organisational Safeguarding responsibilities are met and that all learning is shared.
- To observe professional integrity and candour at all times and with all people.
- To comply with all organisational policies and procedures including GDPR and all Health and Safety policy and guidance, taking responsibility for your own safety and contributing to that of colleagues and others as applicable.

- To regularly participate in one-to-one / supervision sessions, objective setting and review, training, practice and learning forums.
- A commitment to learning and to continuously improve everyone's knowledge and skills.
- To work flexibly to enable the delivery of effective services. This may include flexibility across sites or flexible hours and any other duties that may reasonably be required of you within your role.

Version Control				
Version number	Date created	Authors Initials		
1.0	17/02/2022	JK	VD	FH
0.2	15/02/2022	JK	VD	
0.1	15/02/2022	JK		