

Job Profile Information: Young Persons Substance Misuse Case Manager

This supplementary information for *Young Persons Substance Misuse Case Manager* is for Job Level 3 Zone 2

Camden Way Category 3

It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee's contract of employment.

Role Purpose:

- To be responsible for all aspects of case management and acting as a lead professional, deliver high quality substance misuse service provision to young people in line with Camden's Early Help and Resilience Families strategies and the National Drug Treatment Service requirement.
- To carry out assessment and to deliver specialist tier 2 and 3 substance misuse interventions to young people aged up to 25 within the Borough of Camden. In addition, offer training for a range of professionals and deliver workshops for groups of young people in schools and in the community.

Example outcomes or objectives that this role will deliver:

- Taking a whole family approach, undertake assessments, design and implement substance misuse plan in partnership with the young person and their family
- To provide treatment and advice for young people residing or involved with education within Camden currently struggling with substance misuse, or at risk of abusing substances.
- To use a variety of creative and innovative approaches to effectively engage young people and their parent/carers
- To use Camden's Resilient Families Framework to support young people and their families as well as incorporate specialist methods such as motivational interviewing, harm minimisation, solution focused and relapse prevention in client work.
- To provide information and advice to professionals, parents and carers in relation to substance misuse
- To involve young people and their parent/carer every stages of the case management process including in the assessment, planning, implementation, and evaluation of the service provision.
- To provide training and advice to partnership agencies on substance misuse

- To maintain clear, precise and appropriate case management records on IT client information systems, in accordance with local and national standards.
- To maintain confidentiality and observe data protection guidelines.
- To work closely with partnership agencies and referring on as necessary to ensure positive outcomes for young people.
- Utilise effective planning, monitoring and evaluation techniques to assess the quality of the work being delivered, against quality assurance and local and national inspection frameworks, taking action when required to address work that falls below a satisfactory standard.

People Management Responsibilities:

N/A

Relationships;

This role sits within Youth Early Help and requires the post holder to work closely with a number of key partnership agencies both internal and externally. These include but are not limited to; Youth Offending Services, Social Services, Education Providers, Young Peoples Pathway Accommodation, CAMHS, Adult Substance Misuse Services, Youth Groups and mentoring organisations.

Work Environment:

- The post holder would be based in one of the 3 youth hub and across other Camden department. FWD staff would be expected to work from a number of locations including Camden Offices, Education Providers, Pathway's Accommodation, Youth Clubs and Community Clinics. For those based the youth hubs, the post holder would be expected to build strong relationships with local partners based in the hub localities.
- The post holder will manage a case load of young people who have varying levels of substance misuse problems as well as working with young people who have concurrent mental health, social and criminal justice concerns.
- Home visiting is a requirement of working with young people and their families. The public contact element of this role involves regularly coming into contact with people, some of whom may at times be distressed, agitated and, from time to time challenging.
- There is a requirement to be able to work flexibly and outside normal office hours when required and be flexible and adaptable to ensure consistent provision of service.

Technical Knowledge and Experience:

QUALIFICATIONS

Essential:

- Professional Qualification in relevant field eg:
 - Social work
 - Health and Social Care
 - Psychology/Counselling
 - Substance Misuse

Desirable:

- Educated to degree/post graduate degree level in substance misuse
- Professional registration with a relevant body

KNOWLEDGE

Essential:

- Knowledge of effective interventions for working with substance misuse such as CBT, MI and the recovery agenda.
- Knowledge of safeguarding, child protection and substance misuse principles.
- Knowledge of the safeguarding legislative and guidance framework relating to children and young people.
- A working knowledge of relevant substance misuse legislation and guidance governing the principles underpinning work with young people who misuse substances

Desirable:

- Knowledge of Camden's Early Help and Resilient Families Framework
- Knowledge of current substance misuse policy and strategy relating to young person's substance misuse
- Knowledge of clinical guidance around CAMHS and young person's substance misuse (eg: NICE).
- Understanding of the Council's Equal Opportunities Policy and legal requirements for anti-discriminatory practice within all practice

SKILLS

Essential:

- Proven ability in engaging with young people, setting and maintaining clear boundaries, building relationships and positively influencing change.
- Proven ability to engage with parent/carer when working with young people
- Proven ability in establishing effective working relationships within a multi-agency environment.
- Ability to engage effectively in supervision, reflect and improve own performance to meet individual or team outcomes.
- Proven ability to communicate effectively, verbally, in person and in writing and an ability to write clear and concise, assessment and reports.
- Ability to work with, respect and value diversity with due regards to Camden's equal opportunities and valuing diversity policy.
- Ability to work independently, using initiative, and effective organisation, time management and co-ordination skills.
- Proficiency in IT skills including MS Office.

Desirable:

- Ability to communicate effectively with a wide variety of audiences.
- Ability to contribute to an integrated team approach and demonstrating strong personal initiative and an ability to prioritise work.

EXPERIENCE

Essential:

- A minimum of two years' experience working with young people. This must include direct work with young people in the field of substance misuse.
- Experience of delivering short term and long term focussed substance misuse interventions with young people. This should include a sound knowledge of incorporating motivational interviewing techniques.
- Experience of writing case notes and reports
- Experience of working with children, adolescents and their families in a multi-cultural setting.
- Experience of prioritising work and managing time effectively.
- Experience of successfully meeting administrative and procedural expectations.
- Experience of delivering group interventions and training with young people, families and professionals

Desirable:

- Experience of undertaking complex substance misuse assessments; designing and implementing care plans; monitoring and reviewing such plans and ability to communicate effectively the plan and reviews with young people
- Experience of using Camden Specific Systems such as Mosaic and Childview

Camden Way Five Ways of Working

In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

- Deliver for the people of Camden
- Work as one team
- Take pride in getting it right
- Find better ways
- Take personal responsibility

For further information on the Camden Way please select the attached [HERE](#)

Chart Structure

