



OPEN ROAD

RECOVERY VOLUNTEER (ESSEX CENTRES)

ABOUT US

Our mission is to empower a diverse range of individuals, families and communities to lead healthy and more meaningful lives, free from addiction, offending behaviours and disadvantage, to ensure healthier, happier lifestyles.

ABOUT THE PROJECT

Open Road provides drug and alcohol services across Essex via our 5 Centres. We provide services on behalf of a number of organisations including Essex Drug and Alcohol Partnership

ABOUT THE ROLE

To assist the running of your local Open Road Centre by supporting Staff, Volunteers and Service Users in a number of ways.

LOCATION

Clacton, Colchester, Harlow, Chelmsford and Vange (and other outreach locations across Essex)

KEY RESPONSIBILITIES

- Being part of the Open Road team
- Helping to make a friendly, welcoming environment
- Answering telephone enquiries & making appointments
- Basic Administration
- Service User support where appropriate
- Supporting the delivery of the Structured Recovery Programme
- Attending volunteer meetings and training
- Operating the Needle Exchange and correctly following all the needle exchange policies and procedures.
- To adhere to all guidelines, policies and procedures in place at Open Road
- To promote the equality, diversity, rights and responsibilities of all individuals.

TRAINING PROVIDED

All Open Road Volunteers are asked to complete the following training:

Induction

Health and Safety Essentials

Equality and Diversity

Information Governance

Safeguarding Adults

Safeguarding Children

Dual Diagnosis

Effect of Drugs and Alcohol Referral Routes – Basic Understanding

SMMGP (Substance Misuse Management in General Practice)

Customer Service

Volunteering for the Essex Centres also gives you the opportunity to complete the following training:

- Dealing with Aggression (Conflict Management)
- Recovery Training
- Incident Reporting Training
- Motivational Interviewing
- Mental Health Awareness
- NPS (Legal Highs) Awareness
- Recovery Planning
- Theseus
- Domestic Violence Awareness

Volunteering for the Essex Centres will also give you access to many other training programmes specific to other Open Road projects.

DURATION AND AVAILABILITY

We need you to be honest and tell us how much time you can commit to Open Road. For this role we ask that you commit to a minimum of ½ day a week.

PERSONAL SPECIFICATION

	Essential	Desirable
Be an effective communicator & demonstrate good interpersonal and listening skills	x	
Respect and understand the need for confidentiality	x	
Relate to issues and challenges faced by Service Users	X	
Identify and Understand risk situations	x	
Over 18 years of age	X	
2 satisfactory references (1 professional, 1 personal) and an Enhanced DBS Disclosure (arranged by Open Road)	X	

VALUE OF VOLUNTEERING FOR OPEN ROAD

Skills/experience developed	Brief explanation
Confidence	Being able to express your own personal values and focus those beliefs volunteering in an Organisation that shares your viewpoint.

Self Development	Learning more about the issues facing Open Road Service User's and supporting others
Personal Growth	Gaining potential career related experience and skills, with something to add to your CV
Social	Create and strengthen social relationships