

Recovery Hub manager: based at Café North Recovery Hub in Eastbourne

30 hours a week Monday to Friday occasional weekends

ESRA is a peer led charity its key purpose is to :

- *Helping people to start, and sustain recovery from drug and alcohol dependence and avoid relapse*
- *Enable people to change their lives by developing their personal, social and community recovery capital*
- *Ensuring people are signposted to the most appropriate treatment services*
- *Providing empathetic support to staff, volunteers and service users*
- *Understanding and being mindful of what support is in the best interests of each individual*
- *Supporting people to be independent and resilient through community support*
- *Supporting people countywide*

East Sussex Recovery Alliance is a peer led recovery project working with those in recovery from substance misuse and their families. An opportunity has arisen for a dynamic self-motivated person to lead the ongoing development of our Recovery hub in Eastbourne. You will need to have strong people management and leadership experience with proven successful outcomes with staff and volunteers.

You will need to be enthusiastic and passionate about supporting volunteers and those who are in recovery from substance misuse. You will need to be organised, a good communicator and be able to use your initiative. Have excellent IT skills.

You must have experience of managing staff and volunteers. Have a clear understanding of how to help build recovery capital for those in Recovery. You will be responsible for the ongoing development and day to day management of the recovery hub, including finances and expenditure. You will need to be able to motivate staff and volunteers to reach the Key performance indicators that have been set. You will need to be able to successfully navigate complex situations. It is essential that you have a sound knowledge of; safeguarding, quality assurance and health and safety to ensure that the hub is welcoming, safe and inclusive.

The post will be based in Eastbourne but the successful candidate may be asked to travel across county.

Enhanced DBS will be required .

For more information please contact Jacqui Skilton ( CEO) on 01424 435318 or 07908944482 .

Email [info@esrauk.org](mailto:info@esrauk.org) for an application form .