

NIGHTLIFE HARM REDUCTION COORDINATOR

JOB DESCRIPTION

Responsible to: Crew Chief Executive Officer
Starting Salary: £30,000 plus 5% employer's pension contribution
Working Hours: 35 hours per week, including unsocial hours, evenings and weekends
Office Base: 32 Cockburn Street, Edinburgh, EH1 1PB, also nightlife events, with significant regular travel for events across Scotland including overnight stays.

Role Purpose: To coordinate proactive, assertive Crew nightlife harm reduction and early intervention development to encourage, motivate and support people to make positive choices about drugs including alcohol, reducing mental and physical harms.

DUTIES AND RESPONSIBILITIES

Service Delivery

1. Coordinate delivery of assertive nightlife harm reduction services in at least 6 nightlife/festival spaces providing harm reduction information resources, safer sex materials, evidence-based, solution-focussed Brief Interventions and welfare as required.
2. Encourage people at events who take drugs to access Crew services, or appropriate support services in their local area.
3. Encourage Blood Borne Virus testing and Take-Home Naloxone via the Crew Drop-in or their local service.
4. Responsible for the health, safety and security of the working environment during events, including advance and dynamic risk assessments for Crew staff, sessional workers and volunteers, ensuring that Crew meets legal and statutory requirements.
5. Lead the effective advance planning, resourcing and delivery of Crew nightlife harm reduction services, responsive to the needs of people who take drugs.
6. Network, liaise and work in partnership with event organisers and relevant stakeholders.
7. Deliver 3 interactive workshop events annually on nightlife harm reduction on drug awareness and crisis intervention including physical and mental health emergencies, sexual violence, spiking.
8. Work with project Coordinators to plan and deliver regular recruitment, selection, training, induction and line management for Crew volunteers.
9. Lead and coordinate a small team including employees, sessional workers and volunteers.
10. Provide consultancy on welfare and safety improvements within nightlife spaces through the Safer Nightlife Working Group.

Evaluation

- Design and deliver surveys capturing anonymous data to identify health behaviours/trends.
- Collate and analyse evidence to produce internal and external reports on survey findings, service impact and quality timeously (event-specific, quarterly and annual reporting, contribute to annual 'Drug Trends at Crew' report).
- Evaluate, summarise and share data collected to inform service, training and resource development.

DEVELOPMENT TASKS

- Develop the case for minimum harm reduction standards for event operation and licensing, transferring evidence-based practices from other European partnerships including NewNet.
- Support the work of the Scottish Drug Checking Project
- Work closely with CEO and Emerging Trends and Training Coordinator to develop Crew Communications Strategy.

PERSON SPECIFICATION: Essential Criteria	Desirable Criteria
1. Knowledge	
<ul style="list-style-type: none"> • Strong working knowledge of drug trends in night-time economy settings • Evidence-based general drug and treatment/harm reduction knowledge • Knowledge of barriers to seeking support experienced by people who take drugs, especially stigma 	<ul style="list-style-type: none"> • Knowledge of relevant drug strategies, policies, and research • Knowledge of diverse nightlife settings and networks • Knowledge of social media networking theory
2. Aptitude/Abilities/Skills	
<ul style="list-style-type: none"> • Excellent verbal and written communication skills • Ability to develop effective relationships with key stakeholders including promoters, venues and other welfare agencies • Ability to balance competing priorities and meet tight deadlines • Ability to work under pressure calmly in an extremely busy environment • Risk assessment • Inventory • Good level of computer literacy including working knowledge of Microsoft Office, Survey Monkey, Salesforce and Canva. • Ability to engage successfully in line management support and supervision 	<ul style="list-style-type: none"> • Research skills (survey development) • Digital literacy skills • Social media communication skills
3. Previous Experience	
<ul style="list-style-type: none"> • Supporting people who take drugs, including alcohol, within event welfare, street work or harm reduction services. • Working effectively with volunteers and in partnership with other organisations • Effective data collation and report writing to tight deadlines • Leading, motivating, supporting, supervising and coordinating a team • Track record of successful project management 	<ul style="list-style-type: none"> • Track record of managing a project budget effectively
4. Education/Training	
<p>Qualification in a relevant discipline, eg:</p> <ul style="list-style-type: none"> • Leadership and Management • Youth Work • Community Education, or equivalent working experience <ul style="list-style-type: none"> • Training in brief interventions, motivational interviewing, or counselling skills • A good <i>practice-based</i> understanding of child and adult protection principles and procedures 	<ul style="list-style-type: none"> • Train the trainer for Naloxone status. • Scottish Mental Health First Aid training • ASIST training

<ul style="list-style-type: none"> Continued Professional Development Training in relevant topics 	
5. Attitudes/Personality	
<ul style="list-style-type: none"> Team worker Commitment to Crew's ethos and understanding of the need to work with people to effect positive changes Committed to Crew's organisational values of being: <ul style="list-style-type: none"> accepting genuine empathetic justice-focussed accountable 	
6. Other	
<ul style="list-style-type: none"> Ability to work flexible, unsocial hours including evenings and weekends with a time in lieu system Willingness to travel across Scotland, including overnight stays 	<ul style="list-style-type: none"> Drivers' license and access to a vehicle

To apply for this post please complete the accompanying application form and return to applications@crew2000.org.uk by **12.00 Noon Monday 20th May 2024**.

Please note that this email address will not be monitored until after the closing date – please contact admin@crew2000.org.uk if you have a query.

Please note that no applications received after this time and date will be accepted. Interviews will take place **Wednesday 29th May in person**.

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32/32a Cockburn Street, Edinburgh EH1 1PB