



Dear applicant,

Re: Antidote Recovery Worker (Fast Track Cities HIV Reengagement Project)

Thank you for your interest in this role. This information pack provides you with details of the role and how to apply. It contains:

- Covering letter
- Information about London Friend
- Job Description
- Person Specification

To apply, please complete and return an application form and equality monitoring form. Please read the job description and person specification carefully and ensure that you address all the points in the person specification in your application. **Please do not submit additional documents or send a CV: these will not be considered as part of your application.**

A Word version of the application form and equality monitoring form are available to download from our website here:

<https://londonfriend.org.uk/jobs/>

The closing date for this position is 5pm on Monday 18th May 2026.

Applications submitted after this time cannot be considered. Interviews are provisionally scheduled for the following week. If you would like to discuss this role, please contact me by email monty@londonfriend.org.uk

Good luck with your application!

Yours sincerely,

Monty Moncrieff MBE
Chief Executive



Information about London Friend

London Friend works to promote the health and well-being of lesbian, gay, bisexual, trans and queer+ (LGBTQ+) people. We do this by providing services that support individual LGBTQ+ people directly; by engaging LGBTQ+ volunteers in the delivery of these services; and also by giving our service users a voice to contribute to the strategic development and inclusion of LGBTQ+ people within health and care services.

We are the oldest LGBTQ+ charity in the UK, set up in 1972 and celebrating our 50th Birthday in 2022.

We want to improve the health and well-being of LGBTQ+ people who experience a disproportionately high level of health inequalities compared with the general population. Our services aim to improve health outcomes and allow LGBTQ+ people to live more active lives as connected and integrated members of their communities.

We aim to achieve this by providing group and one-to-one support that improves individuals' self-confidence; reduces common mental health issues such as anxiety and depression; improves individuals' engagement in social and physical activities; improves physical health such as reduction in alcohol or drug use, and adherence to HIV medication; and promotes community engagement through volunteering. We also aim to use the experiences of our service users and volunteers to influence improvements in health and care for LGBTQ+ people through our strategic partnerships.

We have a small staff team and a large base of around 100 volunteers. We work from our base in Kings Cross and also at satellite and partnership venues around London, including several innovative partnerships with NHS substance misuse and sexual health services. We work strategically with other LGBTQ+ organisations, and as a member of the National LGBT Partnership we are an alliance partner to the Department of Health and Social Care.

London Friend won a GSK IMPACT UK Award in 2016, given to small and medium-sized charities excelling in health and wellbeing. We also won a National Diversity Award in 2014. In 2016 our volunteers were awarded the Queen's Award for Voluntary Service.

London Friend offers generous annual leave entitlement (30 days for full time staff, pro-rata for part-time staff) and makes a 5% employer's contribution to our pension scheme.

LGBTQ+ Recovery Support Worker
(Fast Track Cities Reengagement in HIV Care Project)
Antidote Drug & Alcohol Service

Job Description

Hours of Work:	35 hours per week (regular evening and some weekend work included)
Salary:	£31,827 per annum
Contract:	Fixed term to 31st March 2027. Extension of up to two years subject to confirmation of additional funding.
Responsible To:	Antidote Manager
Responsible For:	Supporting Antidote Volunteers (no line management responsibility)

Role information

London Friend's Antidote service provides high quality drug & alcohol psycho-social treatment and support to LGBTQ+ people utilising harm reduction & abstinence-based methods. Antidote is a part of London Friend which aims to support and promote health & wellbeing for LGBTQ+ people living in the London area.

We deliver services across London, including in partnership with Local Authority-based drug and alcohol treatment services and sexual health clinics.

Recovery support workers provide support to LGBTQ+ people experiencing difficulties with drug or alcohol use, including supporting those engaged in chemsex, and incorporating HIV prevention initiatives and sexual health support. They will hold a caseload of clients and be responsible for their assessment, case planning, review, and ongoing care. They will deliver group programmes and provide outreach to LGBTQ+ people in community settings including local sexual health clinics.

This post is funded via the London Fast Track Cities Initiative which seeks to end HIV transmission. It is a part of two multi-area, multi-disciplinary projects aiming to reengage people living with HIV who have dropped out of treatment and care. The postholder will work with teams in North West and South London including NHS HIV

clinics and a range of voluntary sector stakeholders. The postholder will proactively engage identified clients, mostly gay, bisexual and other men who have sex with men (GBMSM) where drug alcohol or chemsex have been barriers to sustaining HIV treatment and care.

The postholder will also assist with the delivery of Antidote's services, including our walk-in clinics and group programmes.

The post-holder will take an active anti-discriminatory, anti-racism and trans-inclusive approach around all areas of work and will be an active member of the broader Antidote and London Friend teams and support with the aims & objectives of the whole service.

This is initially offered as a fixed-term contract to 31st March 2027, although it is anticipated that funding will be provided for two further years. Any extension will be subject to future funding.

Due to the nature of the work and in order to provide appropriate access for the client group the role requires regular evening work and occasional weekend working and travel across Greater London.

Main Tasks

1. Service Delivery & Development

- Work collaboratively with the Antidote service and wider London Friend services and work within London Friend's principles and guidelines of service delivery.
- Delivering assessments and care planning and particularly delivering one to one and group psychosocial interventions supporting LGBTQ+ people to meet individual recovery goals.
- Contribute to the development of LGBTQ+ interventions and session content.
- Holding a caseload of clients and providing them with regular keyworking sessions and care planning.
- Regularly reviewing and, where required, updating comprehensive assessment and risk assessments.
- Providing person-centred care that reflects the rights, preferences, and choices of individuals in an environment that is safe, healthy and maintains the individual's dignity and well-being.

- Providing an environment that is free from abuse or neglect, observing agreed safeguarding practices.
- Identifying and promoting appropriate opportunities for individuals to engage with their community. (e.g. Employment, Training and Education, volunteering etc)
- Reviewing and monitoring the individual's recovery through regular recovery plan reviews that ensure continued relevance of interventions.
- Engaging in regular 1-2-1 supervision and clinical team meetings.
- Support colleagues working with LGBTQ+ clients and LGBTQ+ issues, and with the delivery of initiatives to improve organisational capacity to effectively support LGBTQ+ people

2. Partnership Work

- Assist in developing strong relationships with other sexual health, community and LGBTQ+ organisations and venues, particularly around project promotion and identification of clients for referral into the service. Specifically this role will work in the North-West London and South London partnerships funded via the Fast Track Cities Initiatives.
- Deliver drug and alcohol treatment and support to LGBTQ+ people in satellite locations, including local sexual health services and outreach with LGBTQ+ community organisations and venues as agreed with the Line Manager.
- Maintain excellent communication with the Antidote Manager and other London Friend colleagues, plus our partners.

3. Quality Standards

- Ensure adherence to the quality standards of London Friend particularly around Information Governance and confidentiality.
- Ensuring all data and information relating to own clients is accurate and shared in the appropriate way with key stakeholders.
- Inputting outcomes data and other information into corporate systems in accordance with stated policies and procedures.
- Ensure all safeguarding issues are brought to the attention of line management.

4. Monitoring and Evaluation

- Assist in developing, assessing, monitoring and evaluating project activities.
- Ensure sensitive and confidential recording of information in line with the Data Protection Act and GDPR.
- Complete pre & post-intervention evaluation.
- Document all group work in line with London Friend good practice, particularly with regards to confidentiality, and monitor and evaluate all work with due consideration of data protection issues.

5. Other Duties

- Keep abreast of developments within the drug and alcohol sector, HIV and sexual health sector and broader LGBTQ+ health sector.
- Be self-administering, keeping up-to-date and accurate client records, including managing the record keeping of volunteers supporting the service.
- Be willing to take on additional duties as and when directed.

General:

- To undertake general work as part of the London Friend team and DAWS service and to participate in team meetings and activities as required.
- To receive regular supervision from the line manager and assist in developing own personal development plans including attending training courses as required.
- At all times to work within London Friend's policies including Equal Opportunities, Health & Safety and Confidentiality; and to observe the requirements of the Data Protection Act and Health & Safety legislation as required.
- To work outside of normal office hours on regular evenings and occasional weekends as required.
- To undertake any other duties appropriate to the post, as requested by the Chief Executive that are consistent with the above.

Conditions:

This job description does not constitute a 'terms and conditions of employment'. It is provided only as a guide to assist the employee in the performance of their job. London Friend is an evolving organisation and therefore changes to the employees' duties may be necessary from time to time.

The job description is not intended to be inflexible or a finite list of tasks and may be varied from time to time after consultation/discussion with the post holder.

Fixed-term contract: 35-hour week (this will include some unsociable hours for which Time Off In Lieu will be given); starting salary £31,827 per annum pro-rata inclusive of London weighting; annual leave entitlement 30 days per annum pro rata in addition to Bank Holidays; any other terms and conditions laid out in the staff policy and procedures. London Friend pays 5% pension contribution.



LGBTQ+ Recovery Support Worker (Fast Track Cities Reengagement in HIV Care Project) – Antidote Drug & Alcohol Service

Person Specification

Essential:

1. Knowledge of the LGBTQ+ and/or HIV health sectors and an understanding of the multi-stranded health needs of LGBTQ+ people.
2. Experience working to support the substance misuse and sexual health needs of LGBTQ+ people, especially men who have sex with men and in relation to HIV prevention and chemsex.
3. An understanding of the wider substance misuse and/or sexual health sector and service users' drug, alcohol, and sexual health needs.
4. Experience of working with drug and alcohol users with complex needs.
5. Experience of delivering health outreach work within the LGBTQ+ community, HIV sector, or other health or community settings.
6. Experience of working on partnership projects in the healthcare sector.
7. Self-motivated with a flexible approach to your role.
8. Good all-round administration skills, especially MS Office and using databases for client record management
9. A commitment to the values of London Friend including (but not limited to) LGBTQ+ rights, anti-racism and trans inclusion, plus an understanding of our organisational aspirations.

Desirable:

1. Experience of working in a drug and alcohol/sexual health service.
2. Lived experience of the health issues supported by this project with the ability to provide peer support.