Waythrough

Job Description

Job Title	Criminal Justice Worker
Function	Operations
Department/Team	Better Days Bolton – Criminal Justice Team
Reports to	Criminal Justice Team Manager
Direct Reports	0
Dimensions (budget, people span of control)	N/A
DBS Check Level Required	Enhanced DBS Police Vetting
Grade/Job Evaluation Level	
Salary Banding	
Created/Reviewed date	March 2026

You will be working for:

Waythrough launched in October 2024 following the merger of Humankind and Richmond Fellowship (RF). Aquarius supports people in the Midlands affected by substance use or gambling. It was a subsidiary of Richmond Fellowship and became part of Waythrough in April 2026.

We are specialists in mental health, alcohol, drugs and related areas. We provide high quality, evidence-based services, which are designed around the needs of the people we support.

Our vision is to break down the barriers that stop people getting the support they need to live a life they value.

Our values underpin everything we do – from how we work together through to how we design and deliver services. All our work to fulfil this vision is strengthened by our values.

Waythrough

Better Days Bolton delivers structured, evidence-based support for individuals experiencing difficulties related to drug and alcohol use. The service provides confidential assessment, treatment, and recovery interventions, delivered in line with national guidance and best practice. Working in partnership with health, social care, and community organisations, the service aims to improve health outcomes, reduce harm, and support sustained recovery for individuals and families within the Bolton area.

Purpose of the Role

The role will provide holistic assessments and one to one support, taking into consideration the diverse needs of the individual, to ensure an appropriate and effective package of care is delivered, with an aim to reduce first time offending and prevent further offending.

Key Accountabilities

- Offer initiatives tailored to the individual needs of men and women, to prevent and reduce offending.
- Manage a service user caseload, devising, implementing and reviewing on-going recovery plans, liaising closely with the full range of workers and skills within the service team, including family members and significant others as appropriate.
- Continually assess service user needs, deliver interventions and refer onto appropriate services.
- Liaise with the referring agencies on client's attendance and give appropriate information regarding the client's progress.
- Actively develop relations with Police, Liaison & Diversion, HM Courts, Probation, Housing, Community Agencies and HM Prisons ensuring robust engagement, referral protocols and care pathways are in place ensuring they receive appropriate support.
- Carry out risk assessments, demonstrating effective actions and interventions are delivered and advice provided to minimise the risk/s identified, and contribute to the development and implementation of motivational individual care plan.
- Maintain up to date accurate client records including contact notes, risk assessments, care plans and care plan reviews.

- Offer a flexible service across the locality in partnership with Health, Social Care, Criminal Justice and concerned others.
- Work with Mentors and Volunteers to provide advocacy/ support to service users and foster a culture of peer support, leadership and family inclusion.

General Accountabilities
• Undertake continuing professional development including participating in performance reviews and attending training as/when required. • Work in accordance with all relevant legislation, policies & procedures and guidelines –both internal and external. This includes Waythrough's clinical governance framework. • Keep abreast of policy and professional development within your area of professional expertise. • To promote, adhere to and live our workplace values of being honest, committed and inventive.

Our Values
• **Kindness** - Be generous, caring and compassionate • **Courage** - Be bold, trust, commit • **Respect** - Everyone deserves dignity

Person Specification

Qualifications	**Essential or Desirable**
NVQ Level 3 in Health & Social Care (or above or equivalent) or willing to work towards this in post.	Essential
Relevant professional qualification e.g. addiction studies, counselling, social work, therapeutic qualification.	Desirable

Skills	Essential or Desirable
Proficient in Microsoft Office programs.	Essential

Experience	Essential or Desirable
Understanding of and ability to implement interventions, including brief interventions MI, PSIs, CBT and ITEP.	Essential
Working with best practice frameworks e.g. NICE, DOH, NTA, NMC, Care Quality Commission & Caldicott Standards.	Desirable
Carrying out assessment and recovery planning and risk management plans.	Desirable
Delivering 1-2-1 therapeutic interventions.	Desirable
Knowledge of working within Safeguarding and Hidden Harm.	Desirable
Experience of working with carers and families.	Essential
Knowledge and understanding of Criminal Justice Services, statutory orders and interventions.	Essential