



**Glasgow Council on Alcohol**  
2<sup>nd</sup> Floor, 14 North Claremont Street  
Glasgow G3 7LE  
**0141 353 1800**

## **JOB DESCRIPTION**

**Job Title:** Women's Wellbeing Services Support Worker

**Location:** Based within GCA Office in North Claremont Street, Glasgow.

**Salary:** GCA Salary Grade 5 £22,932 – £24,951 per annum (pro rata)

**Job Type:** Part-time - 21 hours per week over 3 days, including 1 Saturday a month – Fixed- term until 31<sup>st</sup> March 2026.

**Working pattern - Tuesday 1pm-9pm, Thursday 9am-5pm, Fri 9am-5pm.**

We understand that many will have other commitments outside of work and so flexible working, part-time hours or job-sharing arrangements will be considered for the right candidate.

Please note; As this post will involve work in a women's only service, there is a genuine occupational requirement to ensure that we recruit a female Women's Wellbeing Support Worker and therefore this post is only open to women (exempt under Schedule 9, Part 1 of the Equality Act 2010).

### **About Us:**

**Glasgow Council on Alcohol (GCA)** is an independent Scottish charity that works to reduce alcohol and drug-related harm at both individual and community levels. Established in 1965, GCA adopts a long-term, trauma-informed and asset-based approach to changing the culture around substance use. Its services are built on a person-centred, harm-reduction model, supporting people whether their goal is to reduce consumption or achieve abstinence.

GCA offers free, confidential counselling services for people concerned about their own or someone else's drinking. GCA delivers a range of interventions including groupwork and employability support as well as several holistic and inclusive services, such as a women's service for survivors of gender-based violence, young person's peer education service, LGBTQ+ health and wellbeing support and tailored wellbeing programmes.

GCA is also a recognised provider of professional development, offering a comprehensive training portfolio including education aimed at increasing awareness of alcohol use and promoting healthier lifestyles, COSCA Counselling Skills and a Diploma in Integrative Counselling and Psychotherapy.



**Glasgow Council on Alcohol**  
2<sup>nd</sup> Floor, 14 North Claremont Street  
Glasgow G3 7LE  
**0141 353 1800**

GCA deliver services over 6 days per week and throughout Glasgow, East Dunbartonshire, and East Renfrewshire, helping people make meaningful, positive changes in their lives.

The foundation of GCA is our supportive and inclusive culture for all who engage and work with us.

---

### **About the Role:**

The Women's Wellbeing Services Support Worker will provide safe, effective tiered support for female survivors of gender based violence and their families who access our services across Glasgow and are most at risk from addictions, homelessness, social isolation and poverty. This role will focus specifically on supporting those aged between 16 – 25. The service will address health and social wellbeing, while promoting and supporting the development of trauma informed practice; guiding individuals through their healing process, introducing tools to develop coping skills and to live manageable lives.

The Women's Wellbeing Services Support Worker will report to the Service Manager – Wellbeing.

**This post requires a Protection of Vulnerable Groups (PVG) Scheme membership - successful applicants will be required to join the PVG Scheme.**

---

### **Key Responsibilities of the Women's Wellbeing Services Support Worker:**

- Deliver effective 121 interventions for individuals at risk to reduce social exclusion and enhance health and wellbeing
- Assist the Service Manager - Wellbeing to develop and deliver group work programmes and recovery-focused initiatives in consultation with GCA colleagues and service users
- Deliver a mentoring service to support individuals set goals and enhance focus, structure and routine
- Manage key worker responsibilities for a caseload of service users and support individuals in their recovery using outcome focused care planning tools
- Develop person centred support plans and structured support packages focused on achieving key, achievable goals that are recovery and outcome focused, with progress recorded and monitored
- Achieve the outputs and outcomes outlined in the service specification
- Support individuals to remain engaged in GCA's services, including, group work and individual one-to-one support

- Support individuals to access a range of advice, support and information in key areas such as finances, benefits, housing, health and employability
- Support individuals to engage in health-promoting activities, skills development and peer support and measure individual recovery
- Establish and maintain constructive joint working relationships with other service providers and key partners, as indicated by successful cross referrals and positive feedback from service providers and partners
- Routinely and systematically engage clients in planning and delivering improvements in services

---

#### **Qualifications and Experience:**

- An SVQ 2 Social Services and Healthcare Training qualification, HNC Social Care and Standard Grade English all desirable
- Experience of working in the addictions field, in a community setting and with young women desirable
- Experience of developing and delivering group work programmes preferred
- Demonstrable experience of working with survivors of trauma and record keeping and data protection

---

#### **Skills and Competencies:**

- Excellent interpersonal and written and verbal communication skills
  - Counselling skills, service promotion and team building preferred
  - Group facilitation skills
  - Confident in IT/ Computer skills including MS Teams and Zoom
  - Knowledge of social model of health, trauma-informed approach and harm reduction as well as issues around social care and mental health
  - The perfect candidate will be self-directed and proactive as well as being non-judgemental
  - Commitment to working in line with GCA's values of collaboration, respect and empathy
-



**Glasgow Council on Alcohol**  
2<sup>nd</sup> Floor, 14 North Claremont Street  
Glasgow G3 7LE  
**0141 353 1800**

### Why Join Us?

- Your work will contribute to make a real difference to people's lives.
- Competitive salary and benefits package:
  - Very generous annual leave entitlement: full time employees start with an annual leave entitlement of 37 days (inclusive of 12 bank holidays) which increases with length of service.
  - Duvet days where employees may take time off at short notice.
  - Death in service policy.
  - Cycle to work scheme where employees can save money on a new bike and spread the cost.
  - And much more!
- Opportunities for continuous learning and career development.
- A supportive and inclusive work environment where your contributions are valued.

---

### Application Process:

Interested candidates are invited to apply by completing the online application form which can be found here:

<https://glasgowcouncilonalcohol.livevacancies.co.uk/#/job/details/13>

If you require our application form in another format, please contact [HR@glasgowcouncilonalcohol.org](mailto:HR@glasgowcouncilonalcohol.org)

The following is the timescale for the process:

<b>Closing date for applications:</b>	Friday 19 <sup>th</sup> September 2025 5pm
<b>Shortlisting:</b>	Monday 22 <sup>nd</sup> September 2025
<b>Date of interviews:</b>	Tuesday 7 <sup>th</sup> October 2025
<b>Start date:</b>	ASAP

---

### Equal Opportunity Employer:

GCA is an Equal Opportunities Organisation. We are committed to treating all workers and job applicants fairly and equally, regardless of their sex, pregnancy and maternity, sexual



**Glasgow Council on Alcohol**  
 2<sup>nd</sup> Floor, 14 North Claremont Street  
 Glasgow G3 7LE  
**0141 353 1800**

orientation, religion or belief, marital / civil partnership status, age, race, disability or gender identity and expression or any other personal characteristic.

