



• Est. 2010 •

RECRUITMENT PACK

www.recoverycymru.org.uk

Welcome to Recovery Cymru!

We're thrilled that you're considering joining our team. Here at Recovery Cymru, we're not just a team, we're a community—a group of dedicated individuals from varying backgrounds who believe in making a real difference through shared experiences and genuine support.

Every day, we work side by side to empower individuals on their recovery journeys, offering a shoulder to lean on and a friendly face to guide the way.

As you flip through this pack, you'll get a glimpse of what makes us tick—the passion, the teamwork, and the unwavering commitment to each other and the people we support. We hope you'll see how your talents can find a home with us.

We look forward to possibly welcoming you into our Recovery Cymru family. Let's make great things happen together.

— *Your Future Team*

OUR JOURNEY

Our story began in 2010 when a group of passionate individuals, who had personally experienced the challenges and triumphs of recovery, decided to create a space where anyone could find support and solidarity. Since those early days, we've grown from a small group meeting in borrowed spaces to a thriving community with a dedicated Recovery Centre and peer spaces in Cardiff and the Vale.

Today, Recovery Cymru operates as a peer-led community. This means that most (not all) of us have direct experience with recovery, which we believe gives us a unique and powerful insight into the challenges faced by those we help. We're a close-knit team dedicated to offering not just support but hope and encouragement to each other and those joining us.

As we've evolved, our mission has remained steadfast: to empower individuals to lead a life free from dependency and to celebrate recovery in all its forms. We believe that recovery is not just about overcoming substance use challenges; it's about rebuilding lives, restoring relationships and finding meaningful connections.

OUR AIMS

Recovery Cymru is a peer-led recovery community organisation for people seeking to change or overcome problematic substance use. We are primarily based in Cardiff and the Vale of Glamorgan but have some work which spans Wales and the UK. We have three main aims:



PEOPLE

(Recovery Cymru Aim 1: Build the recovery community, originating in Cardiff and the Vale of Glamorgan)

- Grow the Recovery Cymru Community
- Inclusion, equity and diversity
- Develop the Peer Workforce
- Go to the people
- Reach people earlier
- Connecting with the community
- Learning and education
- Celebrate success, sharing hope
- Those affected by another's substance use



VOICES

(Recovery Cymru Aim 2: Raise awareness and challenge stigma and discrimination)

- Empower our people to find their voice, recognise their strengths and fight the stigmas within
- Use our platform to share our members' voices
- Share our lessons through Recovery Cymru's expert voice
- Strengthen our public presence and public understanding
- Advocate for change via our policy positions
- Contribute to research and the evidence base



PARTNERSHIPS

(Recovery Cymru Aim 3: To partner with others to create environments for recovery)

- Train and educate
- Build Recovery Oriented Systems of Care
- Influence policy and practice; be involved in research
- Partner with others to deliver peer support at people's point of need
- Connect with the private sector and other employers
- Develop best practice and create standards for peer support
- Provide opportunities for people with lived experience to help communities thrive

FOUNDING AND ENDURING PRINCIPLES OF RECOVERY CYMRU

We are a community, not a service

Life (and recovery) happens 365 days per year, so we are available 365 days per year

The Recovery Cymru organisation enables 'the magic to happen', the community is where it is at

Our people are members, not service users

We all have strengths. Sometimes we can't always see them. Recovery Cymru helps you to see them

Community, connection and social networks are key

We are Member led

We offer a social learning environment

Our activities are informed by our members, we respond to needs and opportunities

We are independent whilst working closely with services

Recovery's got to be worth it – quality of life matters!

We have a flat hierarchy

RECOVERY CYMRU: THE ORGANISATION AND TEAM

Recovery Cymru is a peer-led recovery community organisation for people seeking to change or overcome problematic substance use. We are primarily based in Cardiff and the Vale of Glamorgan but have some work which spans Wales and the UK.

We have three main aims:

- Building the recovery community
- Raising awareness to challenge stigma
- Partnering with others to create environments that support recovery

All our activities are community-led. We value individuals, and the process of change and believe recovery is about improved quality of life, not just the absence of a particular substance. Together, we empower and support each other to enter and move forward in recovery; to develop skills and interests and achieve fulfilment.

We believe that recovery is a journey and is self-defined. Crucially, our activities support people to meet others who become a part of their expanding change-supportive social networks. People pick and choose to create their own recovery programmes.

Volunteering is at the heart of our model and we advocate volunteering as a positive recovery and life-learning tool. Our main base is the Recovery Centre in Cardiff and we utilise partnership and community venues across Cardiff and the Vale of Glamorgan.

We run a comprehensive programme of online, hybrid and face-to-face activities including: - a selection of informal and structured peer-led self-help groups; 1:1 recovery coaching and buddying; telephone and email support; crisis support and various social activities.

In 2022, we joined an innovative Alliance with our partners Barod, Kaleidoscope Project and the Cardiff and Vale Area Planning Board (Commissioning Team) to deliver Cardiff and Vale Drug and Alcohol Service (CAVDAS). This is a transformational contract, in which we seek to embed peer support and lived experience across the substance use treatment system.

We also work with a range of other partners to run projects to benefit people in (or seeking) recovery, including the College of Lived Experience Recovery Organisations (CLERO), Alcohol Change, NHS services and many other valued partners.

Our team is made up of people with lived experience (personal and family), as well as supporters of recovery. We encourage people to share their stories with us, believing we can all relate to the process of recovery, whether we have personal experience or not. We have all experienced challenges and the need to overcome them. Our team ethos seeks to support our workforce and the people we support to be themselves, achieve their potential and be part of embedding our vision!

We offer our recovery community:

- Self-help, support, advice, and friendship
- New skills, hobbies, and community networks
- Relapse prevention/management
- Awareness-raising, advocacy, and community building
- Training and Volunteering
- Participation in fundraising
- Family and friends support

Our structure lets us run all sorts of activities, whether online, in person, or a mix of both (what we call Hybrid), making it easy for everyone to join in.*

VOLUNTEERING

Volunteering is at the core of what we do—it's a key part of recovery and a great way to keep learning through life. Their dedication and passion enable us to offer a variety of recovery support activities. Whether volunteers are leading sessions, helping run our centre and peer spaces, or helping behind the scenes, their efforts make our comprehensive programming possible and accessible to everyone.

We achieve this by offering volunteers:

- Comprehensive training and support
- Skills development
- Find meaning, purpose and passion
- Empower others, offer peer support
- Raise awareness, and support the recovery community
- Tailored roles, matching skills and goals

FAMILY AND FRIENDS PEER SUPPORT

Recovery Cymru's Family and Friends programme provides a safe, confidential space for anyone affected by someone else's substance use or recovery, fostering connection and offering peer support without judgement.

- A welcoming, non-judgmental space for support
- Personalised 1:1 recovery coaching
- Accessible telephone and email support
- Timely crisis support during operational hours
- Weekly evening support group sessions
- Expanding soon: more peer support groups and activities

***Check the website for updates on our offerings.**

OUR VALUES

We are a recovery community, led by our members and volunteers. We are non-judgemental, confidential, positive and recovery-focused. We are led by our values, which are:

Connection



Integrity



Compassion



Empowerment



“

**Thank you for believing in me,
accepting me, having faith in
me and just being there.**

”

RECOVERY CYMRU IN CAVDAS

BRINGING A RECOVERY COMMUNITY APPROACH TO TREATMENT SERVICES

Recovery Cymru collaborates with Barod, Kaleidoscope, and the Cardiff and Vale Area Planning Board to deliver Cardiff and Vale Drug and Alcohol Services (CAVDAS). We are part of the UK's network of Lived Experience Recovery Organisations (LEROs), enhancing peer support, aftercare, and recovery within community and treatment services.

Our work integrates professional and peer services to ensure seamless support transitions, involving co-delivered programmes at the recovery centre and clear pathways within CAVDAS services. Our approach is centred on the CHIME principles: Connection, Hope, Identity, Meaning, and Empowerment, driven by a team with personal recovery experience.

We champion a peer-led, member-driven ethos in a supportive environment, focusing on intrinsic volunteering and maintaining humanity in all interactions. Our peer workforce plays a crucial role in delivering comprehensive support and recovery programmes.

The Recovery Centre at 218 Cowbridge Road East, Cardiff, offers daily peer programmes, support, and social activities in partnership with CAVDAS. This ensures continuous support for individuals throughout their recovery journey, from treatment initiation to community reintegration.

The goal is to cultivate a recovery-focused culture, promoting and respecting our peer programmes and values in collaboration with CAVDAS.

For more details on our offerings and involvement opportunities, visit www.recoverycymru.org.uk and www.cavdas.com

The Recovery Centre: A Collaboration Between Recovery Cymru and CAVDAS

The recovery centre, 218 Cowbridge Road East, Canton, Cardiff. CF5 1GX, is collaboratively run between CAVDAS and Recovery Cymru. Together, we offer peer programmes, open access support, volunteering, social activities and engagement in the wider recovery community, 365 days per year.

We are able to offer support to those accessing aftercare and recovery support throughout their treatment journey, as well as to those sustaining change when they exit treatment. This collaboration empowers people to engage in wider recovery support from day one, offering connection, hope, identity, meaning and empowerment to make and sustain lasting change in the community and practically enables us to offer these 7 days per week, including evenings.

RECRUITMENT AND SELECTION PROCESS

Recruitment and Selection

At Recovery Cymru, we take great care in our recruitment and selection process to ensure that we bring in individuals who are not only skilled and qualified but also who have the values, potential and passion to work with us to achieve our mission and values. At times, we will offer development roles to ensure we have the right people, for the right roles, at the right time! Our process is designed to be thorough, fair, and transparent.

Application Process

Applicants are to provide a completed application form and return it according to the instructions of the advert. CVs in place of application forms will not be accepted. CVs may be sent with completed application forms and will be considered. However, it is your application form that will be looked at.

We'd love for you to take a moment to read the job description that we provide carefully. Remember, all applications must be submitted by the closing date, so please keep that in mind as you apply.

Shortlisting

After the closing date, the shortlisting panel go through each application individually, carefully reviewing the information provided and scoring each application with a scoring matrix based on the role. We look for individuals whose background, skills and transferrable skills align with the requirements outlined in the job description. Once this has happened, the panel meet to discuss the scores and individuals and decides who will be shortlisted.

We will let all applicants know whether they have successfully secured an interview. Unfortunately (due to the volume of applications and demands on staff time) if you are unsuccessful, we cannot always offer feedback on your application. We welcome future applications from you unless otherwise stated.

Interview Process

If your application is successful, an 'Invite to Interview' email with details such as the date, time, and venue will be sent.

Candidates will be contacted as to whether they have been successful. Feedback will be provided from the panel. Your official job offer will be provided and necessary checks will be carried out to offer you a start date.

Successful candidates will be issued a start date, references, DBS check and induction plan! For those who are unsuccessful at this time, our volunteering programme offers an alternative way to get involved in RC and develop skills and experience.

BENEFITS, PERKS, PROCESS

Leave	<p>The current annual leave entitlement is 25 days per annum, plus statutory holidays.</p> <p>The leave year runs from 1st January to 31st December.</p>
Pension	<p>Recovery Cymru offers a 5% contribution pension scheme subject to 3% employee contributions. This is reviewed annually and is subject to change without notice.</p>
Probationary Period	<p>All new employees are required to serve a probationary period of 6 months. During this period, notice of termination by either party will be one week.</p>
DBS	<p>Posts are subject to a Full Enhanced DBS check. Recovery Cymru is an equal opportunities employer and criminal convictions will not necessarily preclude you from this post.</p>
Training	<p>As first point of contact, post-holders will be required to offer member and volunteer support and on-going training will be provided. In addition to the Recovery Cymru induction and training programme, training will also be provided to support you within the role.</p>
WPA Health Insurance	<p>Enjoy the peace of mind and security that comes with comprehensive WPA health insurance coverage as part of our employee benefits package.</p>

THE NEXT STEPS

Thank you for considering a role with us at Recovery Cymru. We hope you now have a good sense of our mission and the impactful work we do here. Each position within our team plays a key part in empowering our community and aiding individual recovery journeys.

Please take a moment to review the job description for the specific role you're interested in. It's important to see how you can fit into our overall mission and how your skills and experience can help us make a difference.

If you have any questions or need more details, feel free to reach out as outlined in the job description or visit our website for more information.

We're excited about the possibility of having you on board, contributing to a community where recovery, growth, and change are celebrated every day. We look forward to hopefully welcoming you to our team soon!

CONTACT INFO:

CARDIFF RECOVERY CENTRE

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Thank you to our funders

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