

## JOB DESCRIPTION

<b>Title:</b>	Project Worker
<b>Reporting to:</b>	Project Leader
<b>Project:</b>	Housing First Intensive Case Management Service
<b>Section:</b>	Focus Ireland and Peter McVerry Trust Partnership
<b>Primary Purpose:</b>	To work as a part of a joint Peter Mc Verry/Focus Ireland Intensive Case Management Service to deliver a 'Housing First' approach to individuals experiencing long term homelessness across the four Dublin Local Authority areas.

### Key Responsibilities:

1. To work to the principles and fidelity of housing first.
2. Work within the framework of the overall objectives of the Housing First Intensive Case Management Service
3. To work within the overall policies and procedures of the HFICM
4. To provide a safe, welcoming environment for clients that are out of home/or at risk, including the provision of basic physical care and support within the service, respecting consumer choice and self-determination.
5. To establish trusting relationships especially with clients who are living on the streets or in temporary accommodation and who are unattached or out-of-home and engage them in work that enables them to move to a more stable lifestyle
6. To undertake assessments and support planning with clients as the lead agent using DRHE Care and Case Management system and protocols and other tools as appropriate e.g. STAR Outcome to assist the person to successfully progress toward independent living as appropriate.
7. To develop methods, structures and relationships to support the client with their individual housing, welfare rights and entitlements and to access move on accommodation.
8. To assist the tenant create and sustain a home, implementing practises in line with tenancy settlement indicators.
9. To work a seven day rota as agreed with the Project Leader. Providing out of hours On Call support to tenants.

10. To build up and maintain a portfolio of accommodation providers in social housing, homeless sector and private rented accommodation.
11. To accompany and provide support to clients on appointments to other services i.e. doctors, counsellors, court etc and to provide support to young people whilst in custody and to supervise young people on outside activities
12. To work as part of a multi-disciplinary team and service.
13. To work in conjunction with the Property officer, supporting the tenants adherence to life skill development (home making skills), pay rent, reporting repair and being a good neighbour.
14. To provide Advice, Information and Guidance as a prevention or in response to being out of home. The case manager will also ensure appropriate referral to accommodation sustainment services.
15. To assist the tenants integrate their lives within their local community, providing support in accessing clinical, medical and other support services.
16. To support tenants in developing life skills, seeking out education, training and employment opportunities if and where they so wish,
17. To maintain a caseload of clients.
18. To work in conjunction with the Housing First Intake service, ensuring to build up appropriate relationships with people on the street assessed for Housing First. To therefore where appropriate engage in streetwork as a means to that end.
19. To accompany and provide support to clients with appointments to other services, where appropriate.
20. To be responsible for keeping up to date casework records, daily logs and written assessments. Inputting information on the Focus Ireland database and PASS.
21. To work in close liaison and co-operation with other teams within Focus Ireland and Peter Mc Verry Trust, in particular other Statutory and Voluntary Agencies as deemed appropriate
22. To work to the service model and standards of best practise
23. To attend Team, Section, Divisional, Agency and external meetings, including handovers, and training as required
24. To meet regularly for supervision of work with your assigned Supervisor

25. To supervise students or volunteers as requested by assigned supervisor or Project Leader
26. To work a flexible roster over 7 days and nights to meet the objective of the service
27. To implement existing policies and procedures and to input into the development of new ones
28. To plan, implement and evaluate the daily activities.
29. To engage in supervision sessions on a regular basis with the Project Leader
30. To participate in relevant training and development courses as agreed with your Project Leader
31. To undertake such other duties as might be reasonably assigned from time to time in consultation with the Project Leader.
32. To be vigilant to any Health, Safety and Welfare risks in the workplace and bring any concerns to the attention of your line manager or Health & Safety Representative

## Essential Criteria

- Qualification in social care at degree level, youth work or related discipline
- Experience of working with customers at risk
- Experience of team working
- Report writing abilities
- Experience of working and liaising with other agencies

### Person needs to demonstrate

- Communication skills
- Knowledge and understanding of adolescents and issues affecting adolescents
- Ability to plan and implement programmes
- Flexibility

## Desirable Criteria

- Full driver's licence