

Job Description

Title:	Project Worker/ Case Manager
Location:	Women's Prison Inreach Step Down
Reporting to:	Project Leader and Team Leader

Primary Purpose: The WPSD service works with women referred through the criminal justice system with the aim of facilitating each woman's move on to independent living. Support is delivered via case management, which includes one-to-one meetings, building interpersonal relationships, interagency working with statutory, voluntary and community services, managing challenging behaviour and responding to each individual's needs and goals.

Key Responsibilities

1. To work within the framework of the overall objectives of Focus Ireland.
2. To work with and under the supervision and direction of the line management within the project.
3. Carry out assessments and reviews and develop and implement support plans with those referred to the service.
4. In conjunction with the Project Leader develop and maintain links with the Probation & Welfare Service (PWS), Department of Social Protection (DSP), Irish Prison Service (IPS) and any other relevant community partners to ensure effective communication and pre-discharge planning where appropriate to ensure that as staff they work co-operatively and effectively.
5. To work within a client-centered approach, encouraging autonomy and independence.
6. Be familiar with and comply with all relevant Focus Ireland policy e.g. Child Protection Policy, Confidentiality Policy, Customer Complaints Policy, Health and Safety Policy, Personnel Policy.
7. Maintain accurate records and statistics in accordance with Focus Ireland policy.
8. Participate in the evaluation and development of the service.
9. Liaise with and work co-operatively and effectively with the employees in Focus Ireland in relation to organisational procedures and policies in areas of

personnel, finance, administration, research, development, education, public awareness and services.

10. Manage an allocated caseload and adhere to care and case management processes and protocols.
11. Work as part of a multi-disciplinary team.
12. 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.
13. Attend and contribute to Team, Section and Agency meetings as required.
14. Engage in clinical supervision sessions both one-to-one and group supervision on a regular basis with the Project Leader or team leader.
15. To engage in Reflective Practice in line with PIE (psychologically informed environment).
16. Participate in relevant training and development courses as agreed with your Project Leader/Team Leader.
17. Undertake such other duties as might be reasonably assigned from time to time in consultation with the Project Leader.

Criteria: Project Worker

Essential Criteria

- A relevant third level qualification at degree level i.e. social care, psychology, sociology.
- Proven, extensive experience working in a social care setting.
- Experience in carrying out assessments, including risk assessments.
- Experience in developing support plans and carrying out reviews.
- Ability to work on own initiative.
- Ability to deal with challenging behaviour.
- Ability to work alone and in a team setting.
- Ability to display flexibility in the role.

- Willingness to develop professional skills as identified through supervision and reflective practice.
- Understanding of issues pertinent to offending behaviour and homelessness.
- Experience of working with customers who have complex needs.

Desirable Criteria

- Full clean driver's license
- Advocacy on behalf of a similar client group
- Report writing skills
- Information Technology skills

Focus Ireland is an equal opportunities employer

