



### **Job Description**

<b>Title:</b>	Project Worker
<b>Location:</b>	Family Homeless Action Team
<b>Reporting to:</b>	Project Leader
<b>Primary Purpose:</b>	To assess and support families and individuals during their Pathway through homelessness to settlement.

### **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. To visit families and individuals in emergency accommodation or their own homes.
4. Carry out assessments and reviews and develop and implement support plans with those referred to the service.
5. To work within a client-centered approach, encouraging autonomy and independence.
6. Make contact with and establish links as appropriate with local services and relevant community groups and to work closely where appropriate with housing providers.
7. 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.
8. Maintain accurate records and statistics in accordance with Focus Ireland policy.
9. Participate in the evaluation and development of the service.
10. 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.
11. Manage an allocated caseload and adhere to care and case management processes and protocols.

12. Work as part of a multi-disciplinary team.
13. Be vigilant to any Health, Safety and Welfare risks in the workplace and bring any
14. concerns to the attention of your Line Manager or Health & Safety representative.
15. Attend and contribute to Team, Section and Agency meetings as required.
16. Engage in clinical supervision sessions both one-to-one and group supervision on a regular basis with the Project Leader or team leader.
17. To engage in PIE (psychologically informed environment) on a regular basis.
18. Participate in relevant training and development courses as agreed with your Project Leader/Team Leader.
19. 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 of dealing with child protection and welfare responsibilities and responding appropriately to any concerns.
- 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

#### **Desirable Criteria**

- Full clean driver's license
- Advocacy on behalf of a similar client group

- Report writing skills
- Information Technology skills

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