

Job Title:	Housing Support Worker
Reporting to:	Project Leader
Primary Purpose:	The provision of high quality professional housing support and management to Focus Ireland tenants and residents.
Service:	Dublin Off-Site Housing
Location:	Dublin

Key Responsibilities

- To work within the framework of the overall objectives of Focus Ireland.
- To work as a member of the Housing Support Team, supporting tenancies in Dublin Off Site properties.
- To work under the supervision and direction of line management.
- To be familiar with and comply with all relevant Focus Ireland policies e.g. Housing Policy, Health & Safety Policy, Personnel Policy, Child Protection Policy, Confidentiality Policy etc.
- To work in partnership and liaise with relevant external services, for example local authorities, property management companies and community services.
- To conduct interviews and facilitate the induction of households into their new home and community.
- To develop, implement and review appropriate support plans to cultivate maximum participation, responsibility, independence and personal autonomy.
- To provide support/contact for each household through individual support sessions and home visits.
- Implement Focus Ireland's Rent Policy
- To provide written reports as required.
- To work a flexible rota to meet the objectives of the service
- To maintain records in accordance with Focus Ireland policy
- To attend and contribute to team, project and agency meetings as required and contribute to the annual review of the service
- To participate in relevant training and development courses as necessary
- To ensure a high standard of housing provision is maintained
- To liaise and work co-operatively and effectively with the other Focus Ireland departments

- 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
- To participate in the clinical group and one-to-one supervision process of Focus Ireland and performance review meetings including regular operational meetings.
- To undertake any other duties as may be reasonably assigned by the Project Leader, Manager and Director of Services.

Essential Criteria

- A relevant third level qualification at degree level e.g. social care, psychology etc.
- Extensive, direct work experience in a social care setting
- Ability to work on own initiative both alone and as a member of a team
- Experience of assessment and of developing and implementing appropriate support plans
- Excellent communication skills
- Excellent report writing skills
- Ability to display flexibility in the role
- Willingness to develop professional skills as identified through clinical supervision and performance review meetings
- Ability to conduct risk assessments and deal effectively with challenging behaviour
- Full, clean driving licence and own car
- A knowledge and understanding of the challenges faced by individuals and families adjusting to independent living

Focus Ireland is an equal opportunities employer