

FOCUS Ireland

Job Description

Title: Project Worker

Location: Family Case Management Team -15 Eustace Street, Dublin 2.

Reporting to: Project Leader

Primary Purpose:

To assess and support families experiencing home/lessness through case management and triage supports and assist them to move out of homelessness into stable accommodation.

Key Responsibilities

1. Undertake assessments and reviews and develop and implement support plans with families experiencing homelessness.
 2. Implement support plans to assist families to exit homelessness and move into stable accommodation.
 3. Liaise and advocate with relevant statutory authorities to support families to exit homelessness.
 4. Manage an allocated caseload and operate triage support service.
 5. To provide advice, information and advocacy for families experiencing home/lessness.
 6. To work within the framework of the overall objectives of Focus Ireland.
 7. To work with and under the supervision and direction of the line management within the project.
 8. To work as part of a team in delivering the triage service
 9. To respond to phone queries, emails and families presenting to the service seeking support.
 10. To work within a client-centred approach, encouraging autonomy and independence.
 11. Make contact with and establish links as appropriate with local services and relevant community groups.
 12. 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.
 13. Maintain accurate records and statistics in accordance with Focus Ireland policy.
 14. Participate in the evaluation and development of the service.
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15. 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
16. To work in a close team environment and provide team support on daily basis
17. 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.
18. Attend and contribute to Team, Section and Agency meetings as required.
19. Engage in clinical supervision sessions on a regular basis with the Project Leader or team leader
20. Participate in relevant training and development courses as agreed with your Project Leader/Team Leader
21. To work primarily on site and attend off site visits as appropriate.
22. 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
 - Proven advocacy skills
- 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