

JOB DESCRIPTION

Title:	Tenancy Support Worker (Mental Health).
Project:	Intensive Tenancy Support for people with mental health difficulties.
Responsible to:	Project Leader.
Primary Purpose:	To provide support to individuals who require it to sustain their tenancy in the community. The service provides intensive tenancy support to adults with mental health difficulties who may be homeless or are at risk of homelessness. A key worker system is provided to each person with the ultimate aim of resettling the person to permanent, independent living in the community with or without supports.

Key Responsibilities:

1. To work with users of mental health services with housing support needs.
2. To work collaboratively with Community Mental Health Teams to enhance the support of service users relating to a housing need.
3. To visit individuals in their local community and where appropriate in their own home.
4. To be responsible for the agreed package of support to a number of individuals who have been referred by the Community Mental Health Teams to the Tenancy Support and Settlement Service for settlement support.
5. To assist and manage client tenancy and housing needs and make onward referrals as appropriate.
6. To assist service users to manage their tenancy related issues.
7. To make contact with and establish links as appropriate with local services and relevant community groups and to work closely where appropriate with housing provider/landlord.
8. To be aware of responsibilities and respond appropriately to any situation where child protection and welfare is a concern.
9. To conduct regular client reviews with regard to wellbeing, social engagement, active citizenship etc.
10. To work with a client-centered approach, encouraging autonomy and independence based on recovery principles.
11. To maintain regular communication on an ongoing basis with the Focus Ireland Project Leader.
12. To engage in regular supervision with the identified supervisor in Focus Ireland.

13. To work with and under the supervision and direction of the line management within the project and report to the North Tipperary Housing Implementation Group as part of the Mental Health Service Improvement governance structure.
14. To be familiar with and comply with all relevant Focus Ireland and HSE policies e.g. Child Protection Policy, Confidentiality Policy, Customer Complaints Policy, Health and Safety Policy, Personnel Policy.
15. To maintain accurate records and statistics as per Focus Ireland and HSE policy.
16. To develop resource materials on services in areas in which you work.
17. To work in close liaison and co-operation with other Focus Ireland Services and assist in the development and delivery of the PETE Programme in North Tipperary.
18. To supervise volunteers/students/support staff when required.
19. To participate in the review, evaluation and development of the project.
20. To participate in relevant training and development courses including Recovery in Mental Health as provided by Mid West ARIES and other identified courses.
21. To attend and contribute to Team, Section and Agency meetings as required.
22. To prepare regular monthly reports for supervision or as requested by the Project Leader and Housing Implementation Group.
23. To liaise with, work co-operatively and effectively with the other divisions in Focus Ireland in relation to organisational procedures and policies in areas of personnel, finance and administration, research, development, education, public awareness and services.
24. To work within the framework of the overall objectives of Focus Ireland and the Mid-West Mental Health Service.
25. To undertake other work that is assigned by the Project Leader, Manager or Director.

Focus Ireland is an equal opportunities employer

Criteria: Tenancy Support Worker (Mental Health).

- Experience of supporting individuals with mental health difficulties.