

## JOB DESCRIPTION

**Title:** Project Worker

**Location:** Caretakers Hostel, The Back Lane, Patrick Street, Dublin 8

**Reporting to:** Assistant Project Leader

**Primary Purpose:** The Project has been designed to meet the needs of active drug users aged between 16 and 24 years who are currently out of home and in transition from childcare services, being at risk of extended adult homelessness

To work as a part of an integrated team providing responsive services to young people who are out of home. To facilitate a continuum of care to young drug using persons (16-21 years of age), through the provision of a liaison case management approach in the Caretakers hostel Project

### Key Responsibilities

1. Work within the framework of the overall objectives of Focus Ireland.
2. To provide support and guidance of the contact workers to create a caring and therapeutic environment for the client group
3. To work under the supervision of the Assistant Project Leader and to provide support and leadership to the contact works
4. To work on the 7 day week Rota covering day and evening shifts, including weekends
5. To act as a liaison worker for the case management team to undertake individual assessments and with the Client group and communicate with contact workers to work in line with the client agreed support plans written with the case manager
6. To implement the standards of the project and Focus Ireland's case managers model for individual young people and to identify gaps and arrange support and counseling with these young people.
7. To liaise with relevant internal and external agencies as directed by the Project Leader and Assistant Project Leaders.
8. To facilitate initial assessments and referrals to the case management team thus promoting access for the young people to secure housing, drug treatment, health, court support and social welfare services.
9. To undertake an assessment utilizing the Holistic Needs Assessment of the individual young person's personal, family, social, accommodation situations and needs.
10. To provide individual support to young people which will enable them to work on the personal issues which have contributed to their drug addiction and homelessness?
11. To work and engage with the case managers to refer young people to external agencies which can more appropriately assist them with the personal, social, educational, employment, legal and accommodation needs.

12. To maintain accurate up to date case records, team logs, care and case management data-base and statistics.
  13. To attend team and agency meetings as required.
  14. To provide support towards the monthly written report on the work and service provided.
  15. To attend the ASR and assist in the evaluation of the Caretakers Project.
  16. To develop, review and implement the policies and procedures of the Caretakers Project and Focus Ireland.
  17. To work within a multi-disciplinary team approach with clients.
  18. To follow all relevant children's first guidelines
  19. To engage in supervision sessions on a regular basis with the Assistant Project Leader
  20. To participate in core and relevant training and development courses as agreed with your Assistant Project Leader
  21. To undertake such other duties as might be reasonably assigned from time to time in consultation with the Project Leader
  22. To work and support the contact workers 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
  23. To provide advice and practical support across a range of issues including Housing, Health, Safety, Addictions and Social Welfare and ensure that pamphlets and other written materials are available and up-to-date.
  24. To work in close liaison and co-operation with the Caretakers Case Management team within Focus Ireland and other Statutory and Voluntary Agencies as deemed appropriate
- Caretakers Project Worker job description 2016 3

**Focus Ireland is an equal opportunities employer**  
**Criteria: Project Worker, Caretakers**

**Essential Requirements:**

- A relevant third level qualification at degree level i.e. social care, psychology, sociology
- 2 year's direct work experience or equivalent in a social care setting
- Experience of supporting marginalised clients/groups preferably adolescents
- A working knowledge and insight into the issues (e.g. substance abuse) that affect clients, in particular young people, who have or are experiencing homelessness.
- Ability to manage and support clients in crisis who present with challenging behaviors based on the values and principles of best practice in Focus Ireland

**Skills and Competencies:**

- Working knowledge and understanding of Child Protection
- Experience of key working, assessments and care planning
- Excellent report writing and IT skills
- Ability to work well in a team environment
- Reliability and flexibility

**Desirable Requirements:**

- A working knowledge and understanding of Therapeutic Crisis Intervention model