



*Providing professional and caring support to individuals and families throughout County Clare*

Clarecare is a professional social enterprise with charitable status, providing a range of people centred social services to individuals and families in County Clare for over 50 years. Current services provided include Family Support, Elderly Care Services, Counselling and Bushypark Residential Addiction Treatment Centre. Clarecare's headquarters are based in Ennis with local offices in Bushypark, Shannon, Kilrush, Killaloe and Ennistymon. Further information is available on [www.clarecare.ie](http://www.clarecare.ie) [www.bushypark.ie](http://www.bushypark.ie)

Clarecare is supported by a partnership with TUSLA, Health Service Executive, other Government Departments, by charitable funding and by the Diocese of Killaloe.

Clarecare Family Support Services, funded by TUSLA, offer a range of interventions to vulnerable children, including children subject to Safety Plans and/or open case to TUSLA, Child & Family Agency. We work in partnership with service users and professional colleagues in the provision of individual and group-based supports.

#### **JOB DESCRIPTION**

## **Social Care Worker – Ennis 4 days per week, part-time, permanent role**

#### **DESCRIPTION OF ROLE:**

Working from the Clarecare Family Support Service practice model, which is based on the Tusla National Practice Model - Meitheal, the role of the Social Care Worker is to:

- Deliver quality and innovative interventions to (a) children and youths in the community who may be the subject of child protection and welfare plans, and (b) children and young people identified as in need of support in relation to emotional and behaviour issues arising at home, school or in their community. The areas where children may need support include; social skills, developing positive relationships, self-esteem, and loss/separation issues.
- Carry out in-depth strengths and needs assessments in collaboration with children and parents and to formulate agreed outcome focussed interventions which are reviewed regularly.
- Undertake the responsibilities of a Lead Practitioner in cases involved in the Tusla Meitheal process.
- Actively participate in Tusla Child Protection and Welfare Conferences. This involves in-depth information gathering and report writing.

- Provide targeted populations of children with opportunities to participate in community activities and facilitated groups. The groups may include; personal development groups for children, parenting groups, summer activity programmes etc.
- To encourage child and youth participation in the design and quality of services which is fundamental to ensuring a child centred, rights-based approach when working with children and young people.
- To deliver support interventions to parents to enhance their parenting skills and relationships with their children.
- Work as part of a multi-disciplinary team to maximise and enhance outcomes for children. This will include regular monitoring and reviewing one's own work and engaging in formal supervision and continuous professional development.

**SERVICE OBJECTIVES:**

- To deliver a dedicated service to children in their local community.
- To improve outcomes for children through the delivery of interventions underpinned by the National Policy Framework for Children and Young People and Clarecare's specific overarching goals that all children are (1) safe and protected from harm and are (2) achieving their full potential in learning and development.
- To work in partnership with children and parents to identify their strengths and needs within their home and community environment and to work together to enhance resilience.
- To provide a safe and supportive space, which will give children and parents the opportunity to express and explore issues and concerns, which they may be experiencing.
- To encourage parents to build on their parenting skills and enhance relationships and communication with their children.
- To link and co-operate with other disciplines and agencies in order to promote a cohesive service for children.

**JOB RELATIONS:** The Social Care Worker will report directly to the designated Family Support Service Line Manager and work as part of a multi-disciplinary Family Support Team. The Clarecare Family Support Services Manager has overall responsibility for Family Support Services.

**DAYS/HOURS OF WORK:** specific 4 days per week to be agreed (over a Monday to Friday working week) from 9.30 a.m. - 5pm daily inclusive of 30 mins. paid lunch break. This position may involve evening or weekend work (as required) and you are required to be flexible regarding your work hours/work days.

**ANNUAL LEAVE ENTITLEMENT:** Yearly Annual Leave entitlement for this 4 days per week part-time, permanent role is 21 days per annum.

**JOB LOCATION:** The office base for this position will be in Ennis, Co. Clare. You may, if required, be assigned by the Chief Executive Officer/Family Support Services Manager; to the organisation's other places of business/centre locations. You will be given as much notice of any such change of place of work as is reasonably practicable. The successful candidate will be covering cases across Ennis and surrounding areas based on the needs of the service, therefore, flexibility and willingness to travel is required. You will be required to use your private car to travel for work purposes.

## **RESPONSIBILITIES OF THE POSITION:**

### **General Responsibilities:**

- To be accountable to the designated Line Manager and Family Support Services Manager.
- To adhere to Clarecare's policies, procedures, protocols in relation to all work within Clarecare.
- To fulfil obligations under Children First Act 2015 and all responsibilities under Children First National Guidance for the Protection and Welfare of Children (2017).
- To store and maintain accurate, confidential records in accordance with the Family Support Services practice protocols and to comply with responsibilities under the Data Protection Acts 1988, 2003 & 2018 (GDPR).
- To complete and submit statistical information and reports in a timely manner as required.
- To work as part of the wider Clarecare structure and carry out duties as required.
- To support the work of staff, volunteers, students and others involved in Clarecare.
- To participate in team meetings and attend meetings as deemed necessary.
- To attend and participate in case management meetings with Family Support Services Manager or designate and relevant team members.
- To engage in continuing professional development opportunities.
- To maintain professional boundaries in all work with clients.
- To perform such other duties appropriate to the position as may be assigned to you.

### **Specific Responsibilities**

- To undertake all duties as outlined in this job description for the Social Care Worker role.
- To deliver a dedicated service to children and their families in their local community. This will include one to one support to children, parents and group work.
- To develop and implement individual support programmes for children and young people based on models of best practice.
- To work as part of the Clarecare Family Support team in the development and running of programmes for children and families.
- To develop and maintain collaborative working relationships externally with TUSLA and other relevant community, voluntary and statutory groups.
- To foster and maintain positive working relationships with the local community.
- To maintain up to date file records of work undertaken with the child and family and to complete reports outlining work completed.
- To work as part of a team within the Family Support Team and as part of the wider Clarecare structure.
- To attend relevant staff and client meetings.
- To participate in local meeting fora in relation to the development of supports and services for children in the area.
- To be flexible, innovative and adaptable in one's approach to work with service users.

## REQUIREMENTS/QUALIFICATIONS FOR THE POSITION

### Essential Requirements:

- A nationally recognised third level qualification to a minimum of Degree level in Social Care (Level 7 QQI).
- Minimum of 2 years' relevant experience working with disadvantaged or marginalised children/youths in their own home, residential and community settings.
- Relevant experience of working with children/youths on a one to one basis to develop and implement individual support interventions which are based on best practice and evidence informed programmes focusing on issues such as developing social skills, building resilience, coping with loss/bereavement and managing behaviour and anxiety.
- To demonstrate the ability to provide quality services to children and youths using innovative interventions keeping the child's interests central to the work.
- Work within the Clarecare Family Support Service Practice Model, which is based on TUSLA's National Practice Model, Meitheal.
- Experience of liaising with services and advocating on behalf of service users.
- To demonstrate empathetic understanding of the issues that vulnerable children and families may encounter and also a wide knowledge base including child protection and welfare law, policies and procedures and of recognition of all forms of abuse and reporting requirements under the Children's First Act (2015) and all responsibilities under Children First National Guidance for the Protection and Welfare of Children (2017).
- Well-developed computer skills, including use of Microsoft Office, MS Outlook (emails), Spreadsheets and Databases.
- Experience of liaising with services on behalf of clients and staff.
- Experience of creative approaches to working with families.
- Good knowledge of the legislative and policy context governing statutory and voluntary service delivery.
- Demonstrate experience of working with parents/guardians and children and an ability to engage adults and children in assessment and therapeutic work.
- Demonstrate excellent verbal and written communication skills with service users, team members and other statutory and voluntary agencies.
- Demonstrate excellent organisational skills as the role requires the capacity to work in a demanding post; managing time, commitments and priorities effectively.
- Experience of writing reports and confident knowledge and use of Microsoft Office.
- Ability to work as part of a team and to use one's own initiative when required.
- Ability to maintain the principles of confidentiality in all areas of work.
- Ability to foster good working relationships with external agencies and organisations
- Maintain and submit annual membership of the relevant accredited body as per Clarecare policies and procedures
- Ability to always maintain professional and personal boundaries and adhere at all times to Clarecare's Guidelines & Code of Conduct for Staff.
- A positive 'fit to work' medical.
- A positive Garda Vetting Disclosure through Clarecare.
- Two positive references from current/most recent employer(s).
- Full driving licence with insurance indemnity to Clarecare.

**Desirable:**

- Experience of facilitating groups.
- Training/experience in delivering therapeutic interventions with children/youths.
- Experience of working with families where there are child welfare /child protection concerns.
- Knowledge of the philosophy and ethos of Clarecare and the personal social services sector.
- Knowledge and experience of working within the Meitheal framework.

**Remuneration:**

The pro-rated gross salary per annum on offer for this 4 days per week position is €25,429 which reflects point 2 of Clarecare's Social Care Worker Payscale and is commensurate with relevant experience.

**NOTE:** This job description is provided as a guideline. Unforeseen policy changes or emerging needs of the Service, may create additional/new demands on the post, thus requiring the post holder to fulfil those demands.