

Sherrard House: Social Care Leader **(<https://www.activelink.ie/node/109066>)**



Position: Social Care Leader (Fulltime)

Location of Post: Dublin 1

Organisation

Sherrard House is a small Residential Centre which is run by a Voluntary Organisation funded by Tusla catering for up to 5 young teenage girls. Sherrard House is located in Dublin City Centre and easily accessible by public transport. Sherrard House is inspected by the Alternative Care Inspection and Monitoring Services Children's Residential Centres under the framework of the National Standards of Children's Residential Centres 2018 (HIQA). Our primary aim is to offer the young people in our care a nurturing, caring and protective environment. We aim to support, encourage and enable each young person to meet their full potential by working with them in conjunction with their families, social workers, counsellors, schools and other relevant professionals. We also aim to provide the young people with positive life experiences, trusting positive appropriate adult relationships and role models, doing so enables the young people to learn new coping skills that can support them in their interactions with their families, school, work and in their future lives.

Qualifications

Degree/Diploma/Certificate in Social Care or equivalent Level 7/8 in related field such as Degree in Psychology, Child and Adolescent Psychotherapy, Youth and Community Work, Social Work, Social Sciences Teaching and Nursing. Two years post qualification experience in residential care and/or working with vulnerable young people desirable.

Hours

The hours are varied and include shift work /weekend work and unsocial hours on a roster of 156 hours monthly.

Salary

Social Care Leader basic salary

Plus, on social hours, overnight allowance, twilight hours, premium pay, and double pay on Sundays /Bank Holidays

Reporting to

Social Care Manager, Deputy Social Care Manager,

Duties and Responsibilities

Young people

- To ensure the young people receive the highest standard of care, education and development.
- To provide emotional support and create opportunities for each young person to share their feelings about their own

particular situation.

- To manage each young person's behaviour by creating a friendly, safe, happy and caring environment for all.
- To promote a culture where children / young people and their families are treated with dignity and respect, promoting a culture of unconditional positive regard at all times
- To develop and implement age appropriate programmes for the young people through Mentor work
- To promote a culture of attendance at school, training centres, medical and clinical appointments
- To liaise with external agencies (schools, Social Workers, counsellors, medical practitioners etc.) on behalf of the young people, and work with personnel in a professional and respectful manner
- To case Manage designated residents to ensure that a placement plan is developed and followed for each young person
- Oversight of each young person's placement support programmes, monthly care planning audits, and responsibility of organising placement planning meetings.
- To prepare reports for and attend case review

Administration, Accountability and Governance

- To practice and display excellent time management skills
- To attend team meetings and to report to the Social Care Manager on matters affecting the delivery of service.
- To be accountable for any money spent on behalf of Sherrard House during the course of duty. To ensure that sufficient funds are available for day to day costs such as food, leisure activities, bus fares etc. for the young people and that Mentors are provided with money for associated expenses.
- To ensure that receipts for any money spent are returned at the end of shift
- To ensure that the petty cash is balanced at the end of the shift
- To make written and verbal reports to the Social Care Manager on a regular basis on the progress of development of the young person.
- Reporting and recording any incidents, however minor, that may happen to the young person or are caused by them in a timely manner.
- To be familiar with emergency procedures and to know who to contact in an emergency.
- To work as a member of a team.
- To keep abreast of current legislation and current professional child care knowledge.
- To implement Sherrard House procedures and policies.
- To undertake ongoing professional training and development.
- To attend regular supervision with the Deputy Social Care Manager or Social Care Manager
- To supervise Social Care Workers and / or students as appropriate / required under the direction of the Deputy Social Care Manager or Social Care Manager
- To prepare reports for and to participate in professional meetings including case conferences and strategy meetings ensuring that all records relating to those meetings are maintained to a high standard as appropriate / required under the direction of the Deputy Social Care Manager or Social Care Manager.
- To be responsible for decision making when on shift and in the absence of the Deputy Social Care Manager or Social Care Manager as appropriate, which will include accepting overall responsibility for the residential centre.
- To provide cover for the Deputy Social Care Manager or Social Care Manager in his/her absence as required under the direction of the Social Care Manager.
- To work as part of a staff team to ensure aims, mission and vision statements of the centre are achieved.
- To ensure that staff are aware of and implement current policies and procedures within the unit in line with the national standards relating to Children's Residential homes
- To perform any other duties that may be assigned from time to time.
- To work live nights if deemed necessary.
- To be part of a team that provides on call to the centre.
- To organise SEN review group meetings monthly.

Health and Safety

- Comply with and contribute to the development of policies, procedures, guidelines and safe professional practice and adhere to relevant legislation, regulations and standards in a timely manner.
- Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the service for example National Standards for Child Protection and Care and comply with associated Tusla – Child and Family Agency protocols for implementing and maintaining these standards as appropriate to the role.
- To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service

General Responsibilities

- To undertake general household duties including meal preparation, laundry, general cleanliness while on duty ensuring the house is maintained to a high standard.
- To be aware of Fire and Safety Policies in the house at all times. Work to ensure the safety of all staff and young people at all times
- To take part in regular supervision.
- To act as a shadow Leader to new staff; guiding them on best practice and contributing to their induction in conjunction with the Social Care Manager /Deputy Social Care Manager
- To ensure that adequate staffing levels are present at all times; ensuring that staff are deployed in the most effective manner, delegating responsibilities as appropriate
- To attend team meetings and report to the Social Care Manager / Deputy Social Care Manager on matters affecting the delivery of service in the centre
- To take part in ongoing Professional Training

Professional knowledge/experience related to the Role

- Demonstrate sufficient clinical and professional knowledge to carry out the duties and responsibilities of the role.
- Demonstrate an understanding of theory and practice in the delivery of care to the young people.
- Demonstrate sufficient awareness of policy, legislative and professional requirements to ensure an appropriate standard of service deliver (e.g. a working knowledge of the Children First Guidelines and HIQA standards and requirements as related to the function of the role).
- Child Care related Legislation, Regulation, Policy and Procedures.
- National Standards for Children's Residential Centres.
- Child Development.
- Care / Placement Planning.
- Need / Risk Assessment Procedures.
- Intervention Procedures.
- Demonstrate an ability to apply knowledge to best practice.
- Demonstrate a willingness to develop IT skills relevant to the role.
- Demonstrate commitment to continuing professional development.

Commitment to Providing a Quality Service

- Demonstrate initiative and innovation in identifying areas for service improvement.
- Demonstrate a commitment to assuring high standards and strive for a user centred service.
- Display awareness and appreciation of the young people as expert through experience including promoting the role of the young person in care planning, decision-making and service development.
- Demonstrate the ability to empathise with and treat others with dignity and respect.
- Demonstrate flexibility and openness to change.
- Unconditional positive regard towards vulnerable young people.

Leadership and Team Skills

- Demonstrate the ability to manage and develop self and others in a busy working environment including the ability to prioritise caseloads for self and others.
- Demonstrate effective supervision skills.
- Demonstrate effective leadership and team skills.
- Demonstrate effective communication and interpersonal skills.
- Demonstrate the ability to manage conflict.
- Demonstrate effective flexibility and motivation.
- Demonstrate effective time management skills.

Evaluating information and judging situations

- Demonstrate the ability to evaluate information and make effective decisions especially with regard to the young people's care.
- The ability to appropriately analyse and interpret information, develop solutions and contribute to decisions quickly and accurately as appropriate.
- A capacity to develop new proposals and recommend decisions on a proactive basis.
- Confidently explain the rationale behind decisions when faced with opposition or competing demands.
- Ability to seek advice as required

The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, you

may be required to perform other duties as appropriate to the position which may be assigned to you from time to time by the organisation

Sherrard House values individual's rights and freedoms in respect of privacy and fully complies with the requirements of the Data Protection Act 2018.

All roles within Sherrard House carry responsibility towards the protection of personal and sensitive data.

Responsibilities under Children First National Guidance for the Protection and Welfare of Children (2017)

The safety and welfare of children and young people is a key priority for Sherrard House. All employees of Sherrard House are required to be vigilant to any concerns regarding the protection and welfare of children and to bring them to the attention of the Designated Person or in her absence Deputy Designated liaison person in a timely manner, in keeping with Sherrard House Child Protection policies.

What we offer

- Professional supervision
- Professional Development training
- In House training
- Paid induction
- Access to Employee Assistance Programme
- The Bike to Work Scheme
- Taxsaver travel scheme

Application Process

Please submit cover letter and CV to: berduffy@sherrardhouse.com (<mailto:berduffy@sherrardhouse.com>)

Closing date: Thursday 4th July 2024

Region

Dublin 1

Date Entered/Updated

20th Jun, 2024

Expiry Date

4th Jul, 2024

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