

South Dublin County Partnership: TÚS Supervisor **(<https://www.activelink.ie/node/109100>)**



South Dublin County Partnership

is creating a panel for the position of a temporary

TÚS Supervisor (35 hrs/ week) 6 month contract

South Dublin County Partnership (SDC Partnership) is a Local Development Company primarily funded by the Irish Government to bring together local communities and state agencies to tackle the problems of unemployment and social exclusion. We develop projects and services to support sustainable and vibrant communities where people can realise their potential and experience a high quality of life. The focus of our activities is on areas where people experience disadvantage and our programmes of work are organised across key thematic areas: Community Development, Enterprise and Employment, Lifelong Learning, Children & Families and Health and Well Being.

The “Tús – Community Work Placement Scheme”, is a government initiative to provide short-term quality and suitable working placement opportunities for people who are unemployed, while at the same time carrying out a broad range of services of benefit to the community and in a variety of community settings.

Purpose of the Job:

The role of the TÚS Supervisor will include the following:

- The identification of work placements in community organisations and settings
- Promotion and administration of the Tús scheme
- The supervision of an agreed caseload of participants
- Maintaining appropriate records in both hard and soft formats
- Supervision of compliance with health and safety requirements
- Setting, agreeing, managing and monitoring work schedules for allocated caseload and attaining targets
- Ensuring relevant participants have the required PPE, health and safety, and any other relevant training required for their placement.
- Assist in the management of the expectations of the participant and the placement provider.
- Work with host organisations on all aspects of Tús
- Interact with other thematics within SDCP, making and receiving referrals where appropriate.
- Other duties required for the orderly operation of Tús.

Applicants must have:

- A good Standard of Education
- Excellent knowledge of community development or related field
- Ability to work as part of a team.
- Management and organisational skills
- Proven ability to manage staff,
- Good, interpersonal skills and ICT skills
- Full & Clean Driver’s Licence (must have own transport).

Conditions of Work

- TUS Supervisor will be required to work 35 hours a week
- The successful Team Supervisor will be based either in South County Dublin, generally Clondalkin or Tallaght and is subject to change.

Remuneration Package & Benefits:

- Access to HSF private health insurance.
- Access to Employee Assistance Programme

Application Process

Postal Applications:

Applicants should pay particular attention to the essential and desirable criteria in the job description, your suitability and why you are the best candidate for this post in question.

Please send three copies of your up to date:

1. **Detailed CV (no more than 2 pages)**
2. **Cover letter**
3. **Confidential application form**

Marked: TÚS Supervisor Ref: 144/2024 and should be addressed to:

Administration & Operations Department,
South Dublin County Partnership,
Unit D1,
Nangor Road Business Park,
Nangor Road, Dublin 12.

OR alternatively email your application to jobs@sdcpartnership.ie (<mailto:jobs@sdcpartnership.ie>) – subject box to be marked **TÚS Supervisor Ref: 144/2024**

The closing date for receipt of applications is **Thursday 4th July 2024 at 5.00pm**
Late applications cannot be considered.

No individual correspondence will be entered into.

South Dublin County Partnership is an Equal Opportunity Employer.



Region

South Dublin

Date Entered/Updated

21st Jun, 2024

Expiry Date

4th Jul, 2024

Attachment	Size
144 Tus Panel App F.docx	712.28 KB

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