

Merchants Quay Ireland: Relief Project Worker, Open Access Service & Dublin Based Services **(<https://www.activelink.ie/node/109205>)**



Merchants Quay Ireland
Homeless & Drugs Services

Job Title: Relief Project Worker, Open Access Service & Dublin Based Services

Responsible to: Programmes and Drug Services Co-Ordinator

Responsible for: Contributing to the day to day operation of the service and ensuring that it runs smoothly and in accordance with organisation procedure

Reports to: Programmes and Drug Services Co-Ordinator

Objective: To work directly with clients as part of a team and to provide a safe, secure environment for clients.

Within Open Access Services, there are number of services/client activities which result in several different daily roles within the service, you will be required to undertake whatever daily role is assigned to you to meet our operational requirements.

Main Duties/Responsibilities

- Ensure that day to day operation of the service is run smoothly and in accordance with organisation procedure
- To meet the needs of a client group including, one to one key work interventions, assisting with issues around sensitive disclosures and delivering sanctions to those deemed suitable for interventions.
- To facilitate showers where necessary and monitoring the toilet area.
- To intervene in situations with clients where risk assessment and dignity issues deem a project worker intervention as the most appropriate.
- Work with all clients and win their trust and respect and deal with difficult or problematic situations in a sensitive manner within the framework of the organisation's policies and record such incidents as appropriate.
- Carry out administrative procedures in accordance with organisation policies.
- To be involved in the preparation of reports, statistics and other information that may be required by the Open Access Service Co-Ordinators and/or the Head of Day Services
- To work effectively as a member of a team
- To share responsibility for supporting volunteers
- Attend internal/external meetings and training as required by the Open Access Service Co-Ordinators.
- Have a flexible approach to the work in response to organisational change, development and review of best practice.
- To work as part of the team with regular and consistent communication participating actively in all team meetings and supporting the ethos.
- Engage with other team members, support colleagues, participate in meetings as required, and be open to reasonable requests from the Open Access Service Co-Ordinators /Head of Day Services to ensure effective working relationships.
- Work within the policies of MQI, both organisation wide and project specific to ensure that a consistent delivery of service and quality standards is adhered to in the project.
- Share responsibility to work cohesively where applicable with CE Participants and Volunteers for the delivery of this service and to act as a mentor to those who are working/volunteering in the service
- Participate in regular supervision
- Reporting to the Drop In Services Coordinator for individual support, supervision, performance appraisal working within the parameters of the MQI Quads, HR and H&S policies and procedures
- Undertake any other duties as may be assigned from time to time including moving to another location if and when needed.

- Ensure compliance with organisation policies to ensure consistent delivery of services and maintenance of quality standards including:
 - Fire
 - Health and Safety
 - Confidentiality
 - Needs assessment, key working, care planning
 - Boundaries
 - Quads
- Undertake any other duties as may be assigned from time to time.

Please note that a compulsory rotation system will operate within the different areas/roles within the service i.e. contacts, drop-in service and health promotion service. You will be required as part of this role to participate in it once it is operational.

Person Specification

The ideal candidate for this post will have:

- Relevant third level qualification in social work and at least one-year full time or equivalent experience of working within low threshold services.
- Have an understanding of the issues relating to alcohol and drug use/homelessness and mental health, and experience of client work in these areas, and the interventions required
- Good Knowledge of relevant legislation, policy and practice regarding homelessness and/or drug use.
- Possess strong interpersonal skills
- Experience of Key working and care planning.
- Experience of working with clients with multiple needs
- Experience of working with homeless specific databases and reporting.

The successful candidate will cover roles such as but not limited to, monitoring specific locations within the service for possible overdoses, work with clients on a one-to-one basis and delivery sanctions to those deemed suitable for interventions. You will work directly with clients, to provide a safe, secure environment, respond appropriately to their needs and enable them to maximize their potential and move out of addiction/homelessness.

Location: Dublin services

Salary: €16.70 per hour

Contract: Relief

Closing: 9th August 2024

Please click the link below to apply for this role:

[/merchants-quay-ireland/jobs/29459/relief-project-worker-dublin](https://login.hirelocker.com/merchants-quay-ireland/jobs/29459/relief-project-worker-dublin)

<https://login.hirelocker.com/merchants-quay-ireland/jobs/29459/relief-project-worker-dublin>

Management reserve the right to amend or change this job description as required.

Region

Dublin

Date Entered/Updated

27th Jun, 2024

Expiry Date

9th Aug, 2024

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