

Merchants Quay Ireland: DRIVE Lead (Part Time) **(<https://www.activelink.ie/node/109208>)**



Merchants Quay Ireland
Homeless & Drugs Services

Job Title: DRIVE Lead

Objective: To effectively develop, lead, manage and deliver the DRIVE (Drug Related Intimidation and Violence Engagement) Programme in the North East Region

Report to: Deputy Head of Operations – Regions

Primary Objective: To coordinate the implementation of DRIVE (Drug Related Intimidation & Violence Engagement) Model in partnership with the North East Regional Drug & Alcohol Task Force. This includes Louth/Meath, Cavan & Monaghan

Place of Work: Based in Donore Road Drogheda, the role will cover the Counties of Louth, Meath, Cavan & Monaghan

Nature of post: 3 years

Working Hours: Part- time (24 hours per week)

Remuneration: €24,024

Role Summary

DRIVE is an interagency project, which outlines systems and structures to respond to drug related intimidation and associated violence in Ireland. It is overseen by the National DRIVE Oversight Committee (DOC), which has members from the HSE, National Garda Drugs & Organised Crime Unit, the Regional and Local Drug & Alcohol Task Force Coordinators Networks, Department of Justice, HRB, National Voluntary Drug & Alcohol Sector and the Probation Services. Its key objective is to build the capacity of communities around Ireland to respond to drug-related intimidation and violence (DRIV)

MQI in partnership with the Northeast Regional Drug and Alcohol Taskforce are seeking an experienced and dynamic leader who will have responsibility for co-ordinating and leading on the delivery of DRIVE inter-agency model across the counties of Louth, Meath, Cavan and Monaghan working in partnership with the Northeast Regional Drug and Alcohol Taskforce. The role is aligned to the 2021 DRIVE report (Data-driven Community Intervention model to respond to Drug Related Intimidation and Violence in Ireland)

Main Responsibilities:

Service Delivery & Co-Ordination

- Be the focal point for DRIVE across the four counties and with the national DRIVE Liaison Network
- Contribute to the development of DRIVE resources and supports.
- Engage in Train the Trainer facilitated by the DRIVE Coordinator and then deliver the cascade DRIVE training and resources to the DIG (Drive Implementation Group) and all other relevant stakeholders across the four counties.
- Work with the Northeast DIG to develop a staged workplan for the four counties (in line with the DRIVE model)
- Support DRIVE data collection processes once developed and provide relevant reports on request to the NE-RDATF, the DIG and other stakeholders.
- Coordinate local information sharing to develop area-based understanding of DRI prevalence and trends that inform community level supports and policing responses

Stakeholder Engagement

- Work in partnership with the three nominated Garda Inspectors & other appropriate Garda contacts.
- Be an active participant on the national DRIVE liaison network facilitated by the DRIVE Coordinator, as the link with the Northeast DRIVE Interagency Group (DIG)
- Support the development of the Northeast DRIVE Interagency Group (DIG) in consultation with the NE-RDATF Coordinator and DRIVE Coordinator.
- Identify and engage partners in the DIG and induct into the DRIVE process.
- Contribute to regional structures such as the new community safety forums to promote solution-based approaches to DRIV and contribute to national information sharing events
- Support the development and delivery of community level supports in the four counties under the themes of prevention, desistance and suppression – maximizing existing and securing new resources.

Reporting

- Produce monthly activity reports for Senior Management in line with funding agencies requirements and compile any ad hoc information requests relating as required
- Promote the DRIVE Model across the NE-RDATF area and present on the work of DRIVE with key stakeholders including the dissemination of data and trends
- Convene and provide administrative support to DIG meetings to include preparation of meeting papers and relevant reports
- Maintain an up-to-date records and statistics on Drug Related Intimidation and Violence and report same to relevant parties.
- Report on complaints and compliments received and ensure that the CRM system is kept up to date.
- Report to the Co-ordinator of the Task Force for individual support, supervision, performance appraisal and working within the parameters of this role specification.

Quality Service and Standards

- Understand, support, and promote the aims and objectives of the DRIVE programme locally and nationally.
- Ensure the Health & Safety standards are met and maintained within the service
- Ensure appropriate policies, procedures, and guidelines are adhered to for the delivery of a high-quality service.

Administration

- Ensure appropriate financial controls are maintained and participate in all audits and/or evaluations.
- Comply with all requirements in relation to all the appropriate paperwork for the service such as accident reports, service user complaints, minutes of meetings etc.
- Manage delegated budget for the service, and track and report on expenditure for the service to the Co-ordinator of the Task Force.

These duties are a guide to the general range of responsibilities and are neither definitive nor restrictive. From time-to-time, the post-holder may need to undertake other duties commensurate with the post, as designated by the Deputy Head of Operations-Regions

Person Specification

Requirements for the role:

- Minimum level 7, 3rd level qualification in Social care/Social studies or in a related field (Essential)
- 3 years+ work experience in development and delivery of training
- 3 years+ work experience of interagency working
- Understanding of the impact of drugs and drug crime within communities
- Excellent report writing, communication and presentation skills
- Excellent IT skills
- Experience of group facilitation (Essential)
- Knowledge and understanding of National Drug & Alcohol Strategy and National Drug Rehabilitation Framework (Essential)
- Full Clean Drivers Licence and access to own transport (Essential)
- Experience of setting up/developing programmes in an area and the use community development principles (Desirable)
- Garda vetting applies
- Flexibility in working hours

Employee Benefits

- Fulfilling and challenging environment
- Competitive salaries
- Sick pay scheme
- Flexible working arrangements
- Minimum 23 days annual leave pro rata
- Defined contribution pension scheme (after probation)
- Death in Service (from commencement of employment)
- Line management supervision
- Learning and development programme
- Group VHI scheme
- Paid Family leave
- Education assistance (study and examination leave, scholarship foundation)
- Employee Assistance Programme (EAP)
- Health & Wellness Programme

Closing Date: 10th of July 2024

To apply for this role, please click the link below:

</merchants-quay-ireland/jobs/28979/drive-lead-c0362-north-east-region>

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Region

Co Louth

Date Entered/Updated

27th Jun, 2024

Expiry Date

10th Jul, 2024

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