

Dublin Simon Community: Night Manager **(<https://www.activelink.ie/node/110659>)**



Night Manager

About Us

At Dublin Simon Community, we are passionate about making home a reality. Our aim is to empower people to access and retain a home by providing housing, prevention, addiction treatment, emergency response, and other targeted interventions, through advocacy and partnership.

If you share our values and want to make a difference then apply for this role with Dublin Simon Community and join the team!

Benefits to working with Dublin Simon Community:

- 25 days annual leave
- Referral Bonus
- Progression Opportunities
- 5% matched contribution to your pension
- Paid Sick Leave Policy
- Paid Maternity Leave Policy
- Bike to Work Scheme
- Commuter Travel Tax Savers Ticket
- 1st-week Comprehensive Training

About the role

Contract Type: 2 X Full-Time Permanent.

Working Hours: 37.5 hours a week, Monday-Sunday availability.

Location: Dublin - Homeless and Community Services

Salary: €44,000 progressing to €46,000 after a 6-month probation.

As Night Manager, you'll build a professional trusting relationship with clients and staff teams across the Homeless and Community Function. You'll support the Homeless and Community Function and actively support the On-Call Managers and Night Support Workers. You'll directly report to the Senior Managers Team and report to the Director of Homeless and Community on request.

Responsibilities:

- Work actively across the services directly supporting our Clients and Night Support Worker Teams.
- Delivery of a high-quality service to all clients in Dublin Simon Services.
- Manage pre-crisis and crisis interventions on an individual basis, while supporting the Night Support Worker Teams to develop their own strategies and resilience.
- Manage risks and ensure the protection of all clients and staff in our services.
- Promoting choice, independence, health, and well-being - encouraging clients to engage in a healthy lifestyle, and to participate in client-led Dublin Simon Community initiatives.
- Work proactively the Senior Management team to achieve service targets and provide supports across the function.

- Lead out on the induction and supervision of Night Support Workers.
- Provide regular, consistent & comprehensive reporting regarding developments or problems to the relevant service Manager.
- Prepare reports and statistics to inform future strategy and for recording and reviewing client details on the PASS system.
- To be an active member of the Frontline Management Team in Dublin Simon
- Abide by all Dublin Simon Community's Policies and Procedures.
- Abide by Dublin Simon Community's Health & Safety regulations & standard operating procedures relating to the fire procedure, the safety of staff, etc., in order to ensure that the well being of all staff is maintained.

The above list is not exhaustive; additional areas of responsibility may be added over time and flexibility to cover for other staff roles is required from time to time.

Person Specification

Essential for the role:

- Qualification to at least degree level in psychology, social care, addiction, counselling, youth work, community development, psychotherapy, or similar.
- 2 years experience working in a social care setting in a management/supervisory role, with experience of assessment, planning support, key working, and advocacy with vulnerable people.
- Experience and knowledge of the homeless sector, and the running of residential services.
- Experience in care and case management procedures; developing, implementing, and evaluating action plans.
- Harm Reduction approach and excellent risk assessment experience
- Understanding of mental health diagnoses, treatment services, mental health interventions, addictions, domestic violence, and other presenting issues.
- Clear history of working in settings, where the management of complex needs and vulnerable adults was the focus of your work.
- Excellent record keeping and report writing skills.

Desirable for the role:

- Trauma Informed Care Training
- Addiction Training
- Motivational Interview Training

Shortlisting will be in progress throughout the period that the vacancy is live, so you may be called for interview and/or the vacancy may be filled before the closing date.

Please note that we reserve the right to offer the position to a successful candidate prior to the deadline of receipt of applications and we advise that you apply early.

If you are unsure of any of the requirements, contact the Recruitment Team on [\(01\) 635 4860](tel:016354860) (tel:016354860)

<https://candidate.hr-manager.net/ApplicationForm/SinglePageApplicationForm.aspx?cid=1543&departmentId=19034&ProjectId=144458&MediaId=4620>

Application due date: **20/09/2024**

For queries relating to this position please telephone [\(01\) 635 4860](tel:016354860) (tel:016354860)

Region

Dublin

Date Entered/Updated

4th Sep, 2024

Expiry Date

20th Sep, 2024

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