

Mid West Simon Community: Night Support Worker **(<https://www.activelink.ie/node/110963>)**



Job Title: Full-Time Night Support Worker

Reports to: Team Leaders and Project Manager

Job Location: Clare emergency accommodation services

Salary Details: DOE

Job Purpose:

To work as part of a staff team in Mid-West Simon Community. Ensuring that services offered by the organisation operate effectively and consistently to best practice standards. The primary responsibility of the Night Support Worker will be to provide effective support for individuals in the project and contribute to the provision of a high quality, safe, welcoming, and secure environment. This will involve using a Trauma Informed Approach to achieve best possible outcomes for service users.

Duties & Responsibilities:

- Assist with the coordination of all meaningful activity and social programmes.
- Engage with service users with a person-centred approach exhibiting professional boundaries while ensuring values and ethos of Mid-West Simon Community are upheld.
- Ensure health and safety standards are adhered to in accordance with the organisations policies and raise any health and safety issues with the team leader.
- Contribute to the continuity of service provision in the service, including handovers, diary, incident reports etc.
- Maintain a high standard of cleanliness throughout the service both in rooms as well as general common areas, with client involvement where feasible.
- Ensure the Health, Safety and Welfare of clients is always prioritised within services.
- Participate in routine maintenance, cleaning, and health and safety inspections, in line with operational procedures and standards.
- Liaise with other members of the team regarding the running of the service.
- Complete clear, concise records as required.
- Attend house, staff, and other meetings as appropriate.
- To undertake any other such duties commensurate with the role that may be assigned by the line manager.

Administration

- To maintain all recording systems as directed.
- To adhere to all policies and procedures relating to the project.
- To ensure that all communication and administration policies and procedures are followed.
- To prepare reports as required.

Training

- To attend and participate in training courses as required.
- To identify areas of future training.

Health and Safety

- To act as appointed First Aid person as required.
- To carry out all duties with reasonable care.
- To ensure that designated fire procedures are carried out.
- To address actions arising from Health & Safety Inspections

Person specification:

Essential

- Candidates must have a relevant qualification to a minimum of FETAC level 5 e.g., Social Care/Community Care etc.
- Subscribe fully to Mid-West Simon Community values and mission.
- Experience of record keeping and report writing.

Desirable

- Training and knowledge of Trauma Informed Care Approach.
- Health and safety training.
- Willingness to work in Clare or Limerick if the need arises.
- First Aid Training
- Understanding in homelessness
- Ability to manage challenging behaviour, set clear boundaries, and remain calm and effective under pressure
- Have excellent interpersonal and communication skills and the ability to work in a changing environment where sound judgement is required.
- Be self-motivated, able to motivate, inspire and empower others
- Ability to work as part of a team – Works co-operatively and supportively with others.
- Experience working with vulnerable and disadvantaged groups will be a distinct advantage.

To apply:

Email CV and Cover letter to **recruitment @mwsimon.ie** (<mailto:izabela.szlachta@mwsimon.ie>) by **Friday 27th September 2024 by 11am.**

All job offers will be subject to Garda vetting.

Mid-West Simon Community is an equal opportunities employer and welcomes applications from all sections of the community.

Region

Co Clare

Date Entered/Updated

18th Sep, 2024

Expiry Date

27th Sep, 2024

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