

## **Dundalk Simon Community: Flexi Support Worker (Part Time)** **(<https://www.activelink.ie/node/112564>)**



### **Flexi Support Worker (19 hrs, days & nights)**

#### **About us:**

At Dundalk 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 Dundalk Simon Community and join the team!

#### **Our benefits:**

- 25 days of 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:** Part-Time, Permanent Position.

**Working Hours:** 19 hours a week including weekends. 7-day liability – Monday to Sunday, Days & Nights.

**Location:** Dundalk services.

**Salary:** €15.38 progressing to €15.79 + 12% Night Allowance.

Flexibility and adaptability are core personality for this role, you must be available to cover a mix of Day shifts, Night shifts, and Weekends between 2 services in Dundalk.

#### **Your responsibilities:**

- Support the project/key workers and management in the implementation of operational and strategic goals; including following up on support plan actions, supporting the service user to achieve their goals.
- Building professional relationships of trust with all service users and residents. Treating all service users and residents with dignity and respect.
- Therapeutic and diversionary interventions providing emotional and motivational support, promoting positive mental health attitudes, self-esteem and self-respect.
- Liaise with a range of service providers in the voluntary and public sectors (e.g. housing providers, health care professionals & social welfare). Establish and expand the services to meet physical and mental health needs.
- Deliver the personal, professional, and social development programme.
- Assistance in managing medication/health regimes, accessing primary and secondary healthcare, liaising with GP and Pharmacists, methadone providers, arranging doctor's/healthcare appointments and accompanying them to appointments.
- Process all incoming enquiries and referrals to accommodation of service users.
- Support service users to liaise with landlords and facilitate when moving location.
- Conduct harm reduction interventions; overdose prevention, stabilisation.
- Completion of daily duties which may include assisting clients and supporting them around their mental and physical health, addiction issues, ensuring that physical needs such as bathing and washing clothing are carried out and general upkeep of building by cleaning.
- Support the safe and healthy functioning of each building to ensure the safety of and the service users/residents in that building, procedures relating to fire safety, hazard management, building checks, sharps disposal, and management of challenging behaviour.
- Managing complex and challenging behaviour and conflict management and ensuring residents adhere to accommodation agreements.
- To carry out all administrative duties such as: managing petty cash, record keeping (electronic), record keeping (paper), filing, answering queries via phone.
- Ensure consistent handovers, diary, incident reports, and follow-ups, in accordance with organisation policies.
- Ensure services and projects are compliant with organisational policies, procedures, and guidelines in the following areas: Fire Safety, Confidentiality, Child Protection, Data Protection, Admissions, Case Management, and Disengagement, etc.
- Undertake other related duties as may reasonably be assigned by your line manager.

## Essential for the role:

- Level 5 in relevant field with 12 months experience in a similar setting (including voluntary work and college placement)  
**Or**
- Level 6, 7 or 8 in a relevant field with 6 months of experience in a similar setting (including voluntary work and college placement)
- A Passion for helping people.
- Flexibility to work in an agile environment.
- Willingness to learn.
- Experience in carrying out Health & Safety inspections and audits.

*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.*

**[Apply for the position \(https://candidate.hr-manager.net/ApplicationInit.aspx?cid=1543&ProjectId=144498&DepartmentId=19029&MediaId=4620&SkipAdvertisement=true\)](https://candidate.hr-manager.net/ApplicationInit.aspx?cid=1543&ProjectId=144498&DepartmentId=19029&MediaId=4620&SkipAdvertisement=true)**

Application due date: **08/01/2025**

For queries relating to this position please telephone(01) 635 4860 (Tel:016354860)

### **Region**

Co Louth

### **Date Entered/Updated**

5th Dec, 2024

### **Expiry Date**

8th Jan, 2025

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