

Merchants Quay Ireland: Addiction Service Manager - Irish Prison Service (<https://www.activelink.ie/node/114642>)



Merchants Quay Ireland
Homeless & Drugs Services

Addiction Service Manager, Irish Prison Service (Full Time)

Job Title: MQI Addiction Service Manager, Irish Prison Service (IPS)

Report to: Deputy Head of Operations Regions & Prisons

Objective: To provide management and oversight of the MQI IPS Addiction Service

Base Across IPS Estate

Hours: 39 hours per week

Context

The IPS Addiction Service Manager is a new role within Merchants Quay and reflects a broadening of MQI's work with the prison Network. MQI currently employs 20 addiction counsellors in 11 prisons and delivers a bespoke Treatment and Rehabilitation Programme (TARP) in the Medical Unit in Mountjoy Prison. Following a recent review of the TARP programme MQI is currently changing our model of delivery of addiction services within the prisons, and we are looking for an experienced addiction specialist to lead the roll out of all our addiction support services.

Key Responsibilities

- Have responsibility for all operational and delivery aspects of the MQI Addiction Service Contract held with the IPS.
- Ensure smooth operations of a prison-based addiction counselling service and other MQI services provided within the Prison Service, including structured assessments, clearly defined treatment plans, evidence-based counselling interventions and groupwork including the Treatment & Rehabilitation Programme (TARP) as per agreed protocols.
- Ensure comprehensive interagency care planning is carried out in collaboration with multidisciplinary teams.
- Regularly liaise with and keep IPS Healthcare Directorate and Deputy Head of Operations - Regions & Prisons fully informed of any matters which might affect the delivery of MQI's obligations under the agreement.
- Ensure that all regular reporting responsibilities are fulfilled in a timely manner, undertaken in conjunction with the service team leaders.
- Responsibility for the consistent delivery of services across the prison network as per contractual terms.
- Provide a narrative on reporting, and other emerging issues at Quarterly Contract Monitoring meetings attended by senior staff from the IPS Healthcare Directorate and MQI.
- Oversight of direct reports to provide ongoing support, facilitate communication and line management supervision.
- Arrange and attend weekly meetings with local IPS teams to ensure that the service is being delivered to a satisfactory standard. Meetings are rotated across the estate
- Work in partnership with residential treatment providers to ensure an effective referral process is in place for prisoners seeking residential drug treatment post release.
- Meet with all IPS Governors and members of local IPS staff and onsite agencies as required, but at a minimum quarterly to ensure ongoing effective service delivery.
- Engage in a governance model to identify blocks and gaps at an early stage and resolve them at the appropriate level.

Reporting:

- Ensure that the suite of weekly, monthly, quarterly and annual reports capture activity efficiently.
- Provide feedback enabling MQI to identify opportunities to improve performance and identify development opportunities.
- Oversee monthly qualitative and quantitative reports on activity from Team Leaders in their allocated area and discuss

- at monthly supervision meetings.
- Share reports in a timely fashion, enabling key stakeholders (e.g., the IPS, staff, clients & MQI Board of Management) to review performance and contribute ideas on service growth and resolving barriers to client progression.
- Ad Hoc reporting for e.g., Parliamentary Questions or requests from the IPS Director General

Development:

- Partnership with MQI, IPS staff and other stakeholders work to identify development opportunities for the delivery of complimentary services with the Prison System
- Identify and implement innovative service delivery models ensuring to maximise the reach of MQI services within the IPS.

Person Specification

Skills / Professional Qualities- Essential

- 3rd Level Qualification in Addiction or related discipline
- Knowledge or experience of addiction services
- Knowledge or experience of approaches to drug treatment
- Excellent IT skills
- Ability to collate, analyse and visually report on data
- Understanding of quality standards
- Excellent interpersonal and communication skills
- Excellent line management and organisational skills
- Able to deliver value for money initiatives
- Full clean driving license

Management / Personal Qualities- Essential

- Proven Ability to lead a team and provide effective line management
- Ability to work as a member of the MQI Operational Team
- Ability to solve problems, make good judgements and effective decision-making skills
- Ability to work under pressure and meet deadlines
- Reliability, integrity and ability to maintain confidentiality
- Willingness to constructively challenge the work of self and others to continually improve own and team performance.
- Work with initiative and creativity

Experience – Desirable

- Knowledge of the prison system
- Knowledge of working with marginalised groups in a trauma informed way

Salary 53,933

Application Process:

If you are interested in this exciting role, please click the link below to apply by the 7th of April 2025.

[/merchants-quay-ireland/jobs/31731/addiction-service-manager-irish-prison-service-dublin](https://merchants-quay-ireland/jobs/31731/addiction-service-manager-irish-prison-service-dublin)
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Region

Dublin

Date Entered/Updated

25th Mar, 2025

Expiry Date
7th Apr, 2025

Attachment	Size
<u>MQI Addiction Service Manager</u>	22.5
<u>IPS_0.docx</u>	KB

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