

Women & Family Support Worker

Information Booklet

DEONACH

Courthouse Square, Westpark, Tallaght, Dublin 24

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**Background Information**

DEONACH (Tallaght Probation Project) is a community-based voluntary organisation which supports participants to reduce the frequency and gravity of their offending and transition towards safe, successful and fulfilling lives in their communities. We support people to stabilise in their lives, adopt a pro-social lifestyle, and build personal capacity and progress towards their goals in a sustainable way. The Project has grown significantly since its establishment in 1995, to a point where it now provides a broad range of services from its premises in Tallaght. Deonach works with children and young people, and adults.

DEONACH is a company with charitable status. It is primarily funded by the Probation Service, with additional support from Dublin Dun Laoghaire ETB. The Management Committee is made up of volunteers and individuals from a range of statutory and voluntary organisations which represent the diverse needs of our participants. We work in close partnership with the Probation Service and other agencies to best meet the presenting needs of participants and the community.

**Our Purpose**

Deonach is a high support Justice Project working restoratively with people of all ages and backgrounds who are at risk of (re) offending. We work with participants to address their offending behaviour and its’ impact on the victim, their community and themselves.  Focusing on the person’s strengths, in a way which promote desistance, community safety, and enables participants to re-engage towards a positive future.

**Our Vision**

We support people to aim higher, realise their potential and build a positive future

**Our Values**

**Justice:** We believe in a fair and just society, where all people have an absolute right to equal justice

**Equality:** We believe that all members of society have a right to equal access to opportunities leading to a life of fulfilment

**Dignity & Respect:** We respect and value the worth of every individual. We believe in the inherent right of all people to be treated with dignity and respect.

**Hope**: We believe all people can change. We believe in the restorative power of hope.

**Women’s and Family Support Worker**

This post relates to the Women’s Support Service and the Young Peoples Service (The Link). It will involve providing support to (a) women involved in offending and/or (b) the parents/guardians of young people involved in The Link Project, as required (Young people’s programme in Deonach).

The *Support Worker* will work as part of a multi-disciplinary team. The focus of the Women’s *and Family Support Worker* will be working with female participants who have offended or at risk of offending or transitioning back into the community from the women’s prison Dochas Centre. The support worker’s role provides a high level of key-working and case-management support to women, building a positive working relationship with each individual in meeting their needs.

The main interventions provided focus on offending behaviour, examining with participants their journey into the criminal justice system, delivering specialised offence focus modules, educational & training, arts based activities, developmental activities and lifestyle education, supported referral to other agencies, and work with Partners and/or children.

***Overview of Women’s Service***

This service supports women who are, or have been, involved in offending to stabilise their lives, build confidence and develop their core skills so they can make sustainable positive changes in their lives. It also supports them to reduce the frequency and gravity of their offending and to meet the requirements of a Probation Order. Activities and supports will include group work based on presenting need, creative activities, outreach support, 1:1 key-working and crisis support, offending behaviour interventions, supported access to relevant services, and access to educational activities in the project, as appropriate.

Core elements of the Women’s/Family Support Worker role will include providing outreach and wrap around 1:1 support to women to help them overcome obstacles to participation, sustain involvement in the activities provided, build motivation and facilitate them to make positive choices in their lives. The role will also involve working alongside the Programme Manager, Project Workers, and tutors in the delivery of the Women’s service. Upon referral, each women is assessed and an individualised care plan and programme of activities is developed. The care-plan is developed in conjunction with the participant, and the Probation Officer. An important part of the work is working together with other agencies, especially the Probation Service, to best meet the women’s needs.

**Candidate Profile**

**The ideal candidate will have the following:**

* Have worked with women for 3 years full time and have experience of working with women at risk in a community/homelessness/addiction/mental health/criminal justice setting in a paid capacity and have an equivalent professional Degree level qualification within the Education/Social Sciences/Youth Work or Community Work field. E
* Strong conviction about, and commitment to, working with people in social justice/social care/community-youth work theory and practice. Working to build strong relationship and human connections that are person centred, creative and flexible. E
* In addition to the above the candidate will need to demonstrate a strong knowledge and understanding of case management and key working with women who have offending behaviour; have a proven track record of relevant experience in delivering creative and innovative programmes in formal and non-formal educational and developmental contexts; possess a range of practical skills and attributes suited to the particular needs and challenges of **Women’s and Family Support** (Tallaght Probation Project) as it currently operates.

**Competencies**

**The ideal candidate will have the following:**

**(E) = Essential, (D) = Desirable**

* A minimum of 3 years relevant experience working with vulnerable and at risk people. (E)
* Have experience of working in the Criminal Justice System – (D)
* Specialised intervention work in Domestic Violence, Intimate Partner Violence and Intimidation (E)
* Understand and Practice Trauma Informed Care and ACEs – (E)
* Build rapport with people, and to build and maintain a constructive working relationship. (E)
* The ability to support people in crisis **and** plan, deliver interventions to achieve the best possible outcomes for the person and their families. (E)
* Understand the criminogenic of offending behaviour among people and strategies to change such behaviour. (D)
* Deliver creative and innovative programmes that support people in their development and transition away from offending to a pro-social lifestyle. (E)
* Key-working/care-management skills and experience. (E)
* Ability to liaise and work effectively with appropriate agencies in a professional manner at all times. (E)
* Be an enthusiastic self-starter and team player who works well with others. (E)
* Maintain records, report writing and input on to CRM database system. (E)
* Ability to work with people at risk within good practice and professional guidelines. (E)
* A good knowledge and understanding of Tusla’s National Policy Framework for Children and Young People, Tusla's National Service Delivery Framework including Tusla’s National Practice Model for Children and Young people. (E)
* Experience of working with Families. (E)
* Hold a driving licence. D

**Overview of Post**

**Job Title: Women’s and Family Support Worker**

**Summary of Post**

The **Women’s/Family Support Worker** will work with the team in devising and implementing appropriate interventions and supports for (a) women involved in offending to promote stability, personal development and a transition to safe and successful lives in their communities and (b) the parents/guardians of young people involved in The Link (Young People Programme in Deonach), helping them to improve the quality of their own lives and develop their capacity as a key resource in their child’s well-being.

**Role specification**

1. **Leadership:**
* Passion for the work and conviction about the right to change, equal justice and access to quality supports and education & training.
* Upholding the ethos, values and vision of Deonach
* Being an advocate for the aims/goals of Deonach
* Building a culture of respect and dignity for all
* Developing rigorous ethics, professionalism and best practice.
* Work with people at risk within good practice and professional guidelines.
1. **Participant Development and Welfare:**
* Person centred and focused in everything we do.
* Act as a positive role model and maintain an appropriate, safe atmosphere within the service
* Manage a Key-working/Care-Planning caseload
* Engage participants to build their motivation, supporting them in setting and achieving goals
* On-going support and advocacy for participants around a range of issues, e.g. access to relevant support services, homelessness, treatment, mental health etc.
* Work in collaboration with the participant and their Probation officer in assisting the person to meet the requirements/conditions of court orders
* Key focus is providing a service which meets the needs of participants
* Priority of safety of participants at all times in the project
* Strong awareness of the needs of people, particularly those who are most vulnerable and at risk
* Support custodial transitions – preparing for custody or back to the community from custody.
* Commitment to the personal, social development of participants
* Liaise with families and other relevant agencies/services as required
1. **Programme Development and Delivery:**
* Outcome focused (SMART)
* Facilitate Group Work and deliver modules as appropriate
* Organise activities inside and outside the project
* Contribute to programme design, development, delivery and review
* Identify and develop progression routes in conjunction with participants and relevant agencies
* Respond, innovate and create programme to meet the needs of participants
* Manage timelines
1. **Frontline work:**
* Delivery of programmes across the project
* Contributing daily to creating an environment that is safe, nurturing and facilitative of participants and your team
* Working as a team member with the project in responding to the daily needs of participants
* Being flexible and adaptive to the changing needs of participants and the Deonach Organisation in relation to frontline work
* Prioritizing the requirements of participants as they present
* Being adaptive to assuming various rules in order to meet the demands of service provision
* Mentoring, supporting and advocating for participants
1. **Responsibilities across the Organisation**
* Leadership in the context of a wider leadership/professionalism in the organisation
* Focus on responsibilities to build a cohesive and collaborative service provision in an integrated way across the team and project.
* Fulfil any other duties and responsibilities required to ensure the smooth running of the project on a daily basis as deemed necessary by management
* Working in collaboration and implementing a model where all resources are shared
* Participate in team meetings, reviews, strategic development and organisation growth.
* Partake in line supervision and relevant training
1. **Administration and Finance**
* Reports for Management and funding agencies when required
* Preparation and maintain high standard of participants case management file
* Preparation of plans/proposals for project/programme development/delivery
* Preparation, Implementation & review of Strategic Plan and Operational Plan in collaboration with staff team
* Completing online and paper records for funding agencies and Deonach Organisation
* Contributing to the content updating of website and other social media
* Funding applications as required
* Be accountable for preparation of budgets and expenditure in accordance with Deonach’s financial policy and procedures

**Terms and Conditions of Employment**

**Salary Scale:** The starting salary for this post will be dependent on qualifications, experience, skills and attributes.

**Contractual basis:** The post is offered on a Part time six month (Sick Leave Cover) fixed term contract basis. Staff are directly employed by Deonach (Tallaght Probation Project Ltd)

**Holiday entitlement:** 25 days per year, with additional leave day on Good Friday and 2 complimentary days at Christmas pro rata.

**Other Schemes & Benefits:**

Bike to Work Scheme

Employment Assistance Programme

External Trauma Informed Supervision if required

**Application Process**

Application is by way of Curriculum Vitae (3 pages max) and a one page covering letter outlining suitability for the post. Please do not submit any additional material.

All applications should be addressed to the Chairperson, Deonach (Tallaght Probation Project).

Courthouse Square, Westpark, Tallaght, Dublin 24. Or emailed **to project@deonach.ie**

If you wish to discuss any aspect of this post further, please do not hesitate to contact Olive Monahan at (01) 4270600