



Job Description

Job Title: Social Worker – Permanent and Part-time (29.6 hours per week)

Job Location: Cork Children's Services, Lavanagh Centre, Cork

Reporting to: Social Work Team Leader

Overall Purpose of the Post:

The post holder will be responsible for the provision of a social work service including assessment and intervention to children and families attending Enable Ireland Children's services, Cork.

Duties:

- Working as part of the inter-disciplinary team to contribute to the assessment process and individual service planning for service users attending the service
- Working as part of the inter-disciplinary team and contribute to the development and implementation of team goals and objectives
- Working in partnership with parents and service users to facilitate their active involvement in the development and implementation of individual service plans
- To work in the role of advocate for the service user and family where necessary including the recruitment training and support of respite families and supports of centre based respite
- Establish and maintain effective working relationships with statutory and voluntary agencies
- To attend and participate in team and department meetings, family meetings, strategy meeting and case conferences as required
- Ensure effective maintenance of client records in line with legislation such as Freedom of Information and Data Protection Acts as well as Enable Ireland local and national policies and Social Work Principles
- Ensure updating and maintenance of information recording systems for service users such as Goldmine
- Contribute to the development and delivery of training and support programmes within Enable Ireland and other agencies
- Contribute to the development of Local and National Policy and service strategy as required.
- Perform any other duties as appropriate to the position from time to time and be flexible in meeting the needs of the service for e.g. providing parent training in the evenings.
- Participate in scheduled regular supervision
- Participate in performance management as set out by Management in Enable Ireland.
- Participate as required in Enable Ireland in-service training, study days, conferences etc.
- Keep abreast of legislation and ongoing developments with the area of Social Work

- Participate in ongoing professional supervision including Individual performance review and professional development including the commitment to develop, in partnership with your supervisor, a Personal Development Plan (PDP)

Continuous Improvement:

- Responsible for remaining up to date on Enable Ireland policies, procedures, codes of conduct. Contributes to the continuous improvement of administrative processes.
- Participate in training as required.

Equal Opportunities:

Enable Ireland is committed to taking action to develop employment processes which are fair and free from unnecessary bias and services capable of offering sensitive and effective support with due regard to diversity and difference. As such the policy of equal opportunity relates to all present and future employees and to all present and potential users of the service. The post holder will carry out the above duties in line with Equal Opportunities Guidelines while respecting the different backgrounds of colleagues and service users.

Confidentiality:

Enable Ireland has a code of confidentiality. All staff working within Enable Ireland is bound by the code of confidentiality. All information that is obtained through work with service users, their families and carers is strictly confidential and must not be shared outside Enable Ireland unless acting on the instructions of the Director of Services.

This is not intended to be an exhaustive list of duties and responsibilities and may be reviewed from time to time to reflect the needs of the Service.

Quality Assurance

- To participate in EFQM (European Foundation for Quality Management) model for quality assurance as required.
- Contribute to the ongoing development and implementation of Enable Ireland's quality assurance initiatives.
- Work in accordance with the HIQA regulations and standards under the health act
- Support the implementation of New Directions, in line with national guidelines.

This description is not restrictive and the post holder may be required to carry out other duties as requested by the Director of Services/Children's Services Manager etc.

Terms & Conditions:

Responsible to:	Director of Services
Probation:	A probationary period of six months applies to this post.
Salary:	The current salary for this role is between €38,819- €56,889
Annual leave:	Annual leave entitlement is 34 days pro rata per annum and proportionately less for less than 12 months service.
Pension Scheme:	Enable Ireland operates a contributory pension scheme which employees may join on earlier of 1 st July or 1 st January following start date.

Medical:	The successful candidate will be required to undergo a medical assessment.
VHI:	Enable Ireland operates a group VHI scheme which you may join.
Garda Clearance/ Police Clearance:	These will be required for all prospective employees who will undertake relevant work or activities relating to children or vulnerable persons.
Sick Pay: (If applicable)	<p>All periods of sickness exceeding two days must be medically certified. Weekly medical certificates are required thereafter. The Company reserves the right to have you examined by its own Doctor after 3 months continuous sick leave. Upon completion of 9 months continuous services with the Company sick pay will be as follows:</p> <p>Full pay less social welfare for the first 13 weeks of sickness in any 12 month rolling period and half pay less social welfare for a further 13 weeks of sickness absence in the same 12 month rolling period.</p>