

**Job Description: Day Project Worker - Families**

Hours:

Fulltime Mon- Fri shifts

Reporting to: Manager of Service

Location: Proby Square

Monkstown

**Role overview**

Peter McVerry Trust is a national housing and homeless charity committed to reducing homelessness and the harm caused by substance misuse and social disadvantage.

The Role of **Project Worker** is an essential role within the organisation that not only supports the teams providing support and guidance to our participants but also is an exciting opportunity to work with a leading organisation in the fields of social care/inclusion where you can put into practice the learning and skills you have acquired to date. You can also develop your professional practice to an exceptional standard.



**Responsibilities**

The role will include but not limited to, the following key responsibilities;

**To the Manager/Team Leader/Social Care Leader:**

* + To work for Peter McVerry Trust within the authority delegated to him/her by the Manager/Team Leader/Social Care Leader;
  + To maintain a safe and healthy living environment through:
  + Adherence to safety and security protocols
  + Ensuring that the environment is maintained to a high standard at all times
  + To provide a wide range of interventions, support and supervision to residents;
  + To assist the Manager/Team Leader/Social Care Leader in the night-time running of the service;
  + Any other duties as designated by the Manager/Team Leader/Social Care Leader.

**To provide direct support to participants through:**

* + Intervention, support and supervision;
  + When required, advocacy and referral to community services;
  + Supervising the behaviour of the participants at all times;
  + Liaising with the appropriate staff in accessing move-on accommodation for the participants;
  + Planning recreational and/or group activities.

**To assist with participants’ case work through:**

* + Communication with your peers;
  + Key-working participants;
  + Assisting with participant’s Individual Personal Plans;
  + Ensuring that participants are fully informed about all entitlements.

**To maintain a safe and healthy living environment through:**

* + Adhering to safety and security protocols;
  + Assigning routine tasks and domestic duties to participants;
  + Keeping stock of household necessities and purchasing weekly groceries;
  + Providing meals along with participants;
  + Mediating disputes and encouraging co-operation;
  + Proactively identifying health and safety risks and raising these quickly and appropriately.

**To respond to requests for service through:**

* + Linking with other Peter McVerry Trust services, screening and assessment;
  + Communicating information and referral to resources;
  + Offering ongoing support to former participants where appropriate.

**To undertake administrative duties through:**

* + Maintaining participants’ details and documentation;
  + Actively participating in staff meetings;
  + Providing written reports to the Manager where necessary;
  + Recording any Incidents / Accidents that may occur.

**Change in work programme:**

* + It may be necessary, from time to time, for workload to be re-prioritised in order to accommodate workloads in other areas of the organization. Due notice and consultation will be given.

**To have a positive and enthusiastic attitude in work:**

* + In your interactions with management, staff and residents of the Peter McVerry Trust.
  + In your interactions with external agencies while representing the Peter McVerry Trust.

**Other Duties:**

* + Undertake any other agreed duties to ensure the provision of the service.



**Experience Required**

Qualifications, Skills and Experience required;

* Studying in final year of the Honours Degree in Social Care/Social Studies or related discipline
* Essential competencies: Commitment to providing the highest level of service, respect for others, openness to change, communication skills– oral, aural and written, contributing to the prevention and management of challenging behaviour, professionalism & Maintaining professional boundaries and initiative & taking responsibility and effective team working. (All other competencies to be reviewed as part of the supervision and support process).
* Passionate about social justice/social inclusion with an interest in the area of social care, youth work and/or addiction supports
* Reflective and compassionate and keen to develop your practice to a high standard



**Other Information**

**Confidentiality**: It is a condition of service that all information obtained during the course of employment, especially with regard to participants affairs is treated with the strictest confidence.

**Equal Opportunities**: To implement Equal Opportunities into your daily practice at all times

**Health and Safety**: To be responsible for your own health and safety and that of your Colleagues in accordance with relevant PMVT policies and procedures.

**How to apply:**

**To apply please download the application form or visit pmvtrust.ie/careers:** [**Application Form**](https://pmvtrust.ie/wp-content/uploads/2023/11/PMVT-Application-Form-2023.pdf)

**Completed application forms should be sent to recruitment@pmvtrust.ie along with your CV and Cover Letter.**

**Peter McVerry Trust is an Equal Opportunity Employer.**

**Registration Number 412953 | Charity Number CHY7256**