

Vacancy: Day Support Worker - STA



Hours:
Full time



Location:
Kerdiffstown



Reporting to:
Team Leader

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 **Day Support Worker role** plays a key part in supporting the day-to-day operations of our services, ensuring that participants are provided with essential support and guidance in their daily activities.

Responsibilities

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

1. To the Manager / Team Leader

- Work under the authority delegated by the Manager/Team Leader/Social Care Leader.
- Meet regularly with the Manager/Team Leader/Social Care Leader to discuss and review the progress of your work.
- Assist the Manager/Team Leader/Social Care Leader in the smooth running of the service on a day-to-day basis.

2. Participant Support

- Provide supervision, support, and guidance to participants during daily activities.
- Assist participants in developing independent living skills through practical activities.

- Encourage participants to engage with their keyworkers, and workshops within the service.
- Liaise with appropriate staff to ensure participants are accessing the support they need.

3. Health & Safety

- Maintain a safe and healthy environment by adhering to safety protocols.
- Serve meals to participants, ensuring that food is presented safely and in line with food safety guidelines.
- Assist participants with daily activities that promote independent living.
- Carry out household cleaning duties, maintaining a clean, safe, and welcoming environment for both participants and staff.
- Complete routine health and safety checks, ensuring all areas of the service are maintained to a high standard.
- Ensure compliance with health and safety regulations and carry out necessary reporting on incidents or potential risks.

4. Administrative Duties

- Ensure that Salesforce and PASS systems are updated regularly with accurate information and case details.
- Ensure paperwork is filed correctly and in a timely manner.
- Ensure that health and safety checks are recorded accurately and in accordance with protocols.
- Record incidents, accidents, and any relevant developments in line with organizational policies.

5. Professionalism & Positive Attitude

- Maintain a positive and enthusiastic attitude in all interactions with clients, staff, management and external agencies.
- Represent Peter McVerry Trust with professionalism and integrity in all dealings

6. Commitment to Practice & Professional Development

- Regularly monitor, evaluate and reflect on your own knowledge, methods, and practice to ensure continuous improvement in your role
- Collaborate with your team to identify areas for personal and professional development, ensuring ongoing support and learning opportunities.
- Take responsibility for your own personal development, actively seeking and assessing relevant training and development opportunities to enhance your skills and knowledge

- Participate in supervision and support processes, utilizing feedback and guidance to improve service delivery and client outcomes.

7. Other Duties

- It may be necessary, from time to time, for workload to be re-prioritized in order to accommodate workloads in other areas of the organization. Due notice and consultation will be given.
- Undertake any other duties as assigned by the Manager or Team Leader in line with the overall objectives of the role and the organization.

Experience Required

Qualifications, Skills and Experience required;

- Post leaving certificate qualification.
- 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, initiative & taking responsibility and effective team working. (All other competencies to be reviewed as part of the supervision and support process)
- Ability to demonstrate the skills required to work in the area of homelessness and/or residential care.
- Desirable: Qualification in social care/youth work, addiction studies or related field, experience of working in the area of homelessness and/or residential care.

Employee benefits:

- Attractive Salary
- Core Professional Training and CPD
- Cycle to Work Scheme and Tax Saver
- Death in Service Benefit
- Employee Assistance Programme
- Career progression opportunities

How to apply:

To apply please download the application form or visit pmvtrust.ie/careers:
[Application Form](#)

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

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.