

South Dublin County Partnership: Employment Specialist **(<https://www.activelink.ie/node/114850>)**



Employment Specialist

Individual Placement and Support (IPS)

Full Time – 35 Hours Per week

South Dublin County Partnership is a Local Development Company that develops projects and services to support sustainable and vibrant communities, where people realize their potential and experience a high quality of life.

Funding for our work comes from a variety of sources; our main funders are the Department of Community, Environment and Local Government, the Department of Social Protection, The HSE. South Dublin County Partnership is an equal opportunities employer and welcomes applicants from a diversity of backgrounds.

Background

The Employment Specialist (IPS) will work directly with employers to secure employment opportunities for jobseekers who have experienced mental health problems using an IPS model which emphasises individuals' interest, experience, skills, and strengths. IPS training will be provided to the successful candidate.

Key Responsibilities

- Manage a caseload of a maximum of 20 people at any one time who have experienced mental health problems and wish to gain or return to work.
- Work as a member of the Community Mental Health team to build a multidisciplinary approach to the return to work. For example, involve clinical staff (where relevant) in managing symptoms at work, medication reviews and support rehabilitation needs e.g., social skill development, budgeting, travel, training etc.
- To prepare individuals for a return to work through assessing each person's individual employment needs through vocational profiling/assessment and through goal setting and action planning.
- Focus on rapid tailored job search with the service user and be knowledgeable of the labor market.
- Be proactive in working with employers to source and secure employment opportunities for service users and in providing relevant information to employers while negotiating appropriate adjustments to support and sustain employment.
- Develop networks with other organizations and government departments that will help individuals to achieve their employment goals, provide tailored support to individuals who have secured employment to assist them in sustaining that employment, establish the effectiveness of the IPS approach and provide the necessary data and information as required.
- To provide individualized, support to individuals once they have returned to work to assist them in sustaining employment.
- Establish a rapport with the client and develop a positive working relationship.
- Act as an advocate for the client where necessary
- Adhere to IPS administrative, data capture and policy protocols which record the progress of individuals, and to keep accurate and complete records of casework.
- To meet and exceed the Fidelity Scale job outcome targets for individuals.
- Participate in Fidelity reviews and support implementation of recommendations from these reviews.
- Work as part of a national network of Employment Specialists and attend training / meetings as required, support the realization of annual operating targets in respect of employment outcome.
- Participate in supervision, continuing personal and professional development, IPS and any other training and required. Provide guidance and education for community mental health team colleagues.
- Participate in mandatory IPS training and other personal and professional as required.

Full Job description with Person specification and application form attached below.

Application Process:

Applicants should pay particular attention to the essential and desirable criteria in the job description, your suitability and why you are the best candidate for this post in question.
Please send your up-to-date detailed CV (no more than 2 pages) and cover letter accompanied with completed confidential form marked:

Employment Specialist Individual Placement and Support (IPS) Ref: 186/2025 to
Administration & Operations Department,
South Dublin County Partnership,
Unit D1, Nangor Road Business Park,
Nangor Road, Dublin 12.

OR alternatively email your application to jobs@sdcpartnership.ie (mailto:jobs@sdcpartnership.ie) – **subject box to be marked Employment Specialist Individual Placement and Support (IPS) Ref: 186/2025**

Closing date for receipt of applications: **5pm Friday, 6th June 2025.**
Note no late applications will be accepted.

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Region
South Dublin

Date Entered/Updated
7th Apr, 2025

Expiry Date
6th Jun, 2025

Attachment	Size
186 IPS officer JD.docx	408.49 KB
186 IPS Officer AF.docx	729.04 KB

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