

Cuanlee Domestic Abuse Services: Social Care Leader **(<https://www.activelink.ie/node/115586>)**



Social Care Leader

The Organisation

Cuanlee is a long established organisation which works to empower women and children to live free from violence. Our core principles of good practice are safety, empowerment, confidentiality, advocacy, diversity and inclusion, integrity and transparency and respect. Cuanlee provides support, information and accommodation 365 days of the year. The organisation has a resilient, flexible, creative and highly skilled frontline staff to deal with the varied and often complex needs that families' present with.

The Role

Cuanlee Domestic Abuse Services invites applications for the position of: **Social Care Leader**

Character

Model the highest standard of professional practice and carry out all aspects of the role with integrity & respect.

Person Specification (Core Competencies)

Professional Knowledge and Skills

- Ability to solve complex problems and achieve positive outcomes for clients
- Ability to make decisions in response to complex problems
- Demonstrate an excellent ability to apply knowledge to best practice

Attention to Detail

- Have a methodical and well organised approach to workload
- High level of attention to detail
- Effective time management
- Work prioritisation skills

Accuracy Initiative/ Teamwork

- Shows strong initiative
- Self-motivated and ability to work as part of a team /able to drive new initiatives to fruition

Evaluating / Judging

- Demonstrate the ability to effectively evaluate information and make appropriate decisions
- Demonstrate and understanding of risk and needs assessment

Planning & Organising

- Must be highly organised
- Demonstrate flexibility and ability to manage change
- Anticipates problems and issues and takes preventative action to address these
- Can multi-task at a fast pace, without losing focus
- Manages competing and changing priorities & requests

Interpersonal & Communication Skills

- Proven written, verbal and interpersonal communication skills
- Able to communicate at all levels

Leadership skills

- Demonstrates the ability to lead a team in achieving organisational goals
- High levels of integrity & respect
- Ability to motivate and support the team
- Commitment to the delivery of a high-quality service to women and children
- Proven record of promoting a healthy working environment which fosters trust, integrity and respect

People Management skills

- Demonstrate the ability to manage a team to deliver high quality service to clients
- Demonstrates self-awareness of own strengths and areas for development
- Demonstrate cultural awareness and competence

Main Duties & Responsibilities (Job Summary)

The Social Care Leader will support the Lead Manager and Deputy Manager in overseeing & coordinating service delivery and future development of services at the refuge. There will be a strong focus on addressing the needs of the women and their children availing of the Refuge services. The appointee is expected to oversee case management, key workers, care planning and safety planning.

The Social Care Leader will support the Management Team in the effective management of the staff team, ensuring that staff are effectively recruited, retained, and developed to provide the highest standard of service to our clients. He/she will lead the Refuge team in the delivery and development of services in accordance with the vision, mission, and strategic direction of the organisation. Part of this role is to keep abreast of new legislation and developments within the sector. The Social Care Leader will report to the Lead Manager and must have strong communication, leadership and teamworking skills.

Specific Duties & Responsibilities

HR Delivery:

- Support the Management Team in the induction process so that all new employees are confident in their role and clear in relation to their job description
- Staff performance management and supervision of social care staff
- Ensure adequate staffing levels are maintained
- Lead, manage, support and motivate staff
- Ensure a positive and supportive work environment is maintained
- Completion of the rota and responsibility for ensuring there is adequate cover at all times
- Sourcing relevant training for supervisors

Planning & Organisation:

- Demonstrate the ability to plan and deliver the duties of the role in an effective and resourceful manner

- Can manage and organize a varied workload in a busy working environment
- Delegate responsibilities to the appropriate team members

Working Relationships:

- Actively participate in regular management team meetings, staff meetings and key-work meetings
- Manage interagency working and joint service provision, working with relevant agencies to advocate on behalf of women and children in the service

Sustained personal commitment:

- Willingness to participate in appropriate training as required and continuous professional development in line with the expectations of the Social Care Leader role
- Take responsibility for seeking out opportunities for his/her professional development
- Attend regular supervision

Information, Communication & Technology:

- Set clear guidelines on the standards and management of written and electronic records for all Refuge staff and to carry out regular audits
- Ensure day to day and ad hoc reporting are accurately produced and presented
- Ensure GDPR legislation is adhered to in the collection and recording of all data in the Refuge
- Responsible for the safe and effective running and monitoring of the refuges Salesforce system
- Ensuring records are being maintained at the highest standard and are GDP compliant.

Regulatory:

The Social Care Leader must have an excellent knowledge of current legislation and key policy developments relevant to domestic abuse. He/she will ensure that staff have awareness and working knowledge of legislative and regulatory requirements. These include but are not limited to the following areas:

- Domestic Violence Act & related legislation
- The Childcare Act 1991
- Children First Guidelines
- Safeguarding of Women, Children & Young people
- Tusla Guidelines & Regulations
- Freedom of Information Act 2014
- GDPR & Data Protection
- Complaints Policy & Procedure
- Health & Safety Legislation

Health & Safety:

- Ensure best practice in relation to health and safety so standards are maintained
- Carry out regular and in-depth risk assessments for the service
- Ensure that systems are in place and adhered to so that Health & Safety procedures are understood and fully complied with by staff and clients
- Notify the Lead Manager of any health and safety concerns that have not been resolved.

How to apply

For further information regarding this post, please contact Mary Cullinane on [087 937 1437 \(tel:0879371437\)](tel:0879371437) or by email.

To apply, please send a cover letter stating which post you are applying for, and a copy of your CV to Mary Cullinane, Manager, at mary.cullinane@cuanleerefuge.org (<mailto:mary.cullinane@cuanleerefuge.org>)

All posts are subject to Garda Vetting.

The closing date for applications for this post is 5pm Friday the 30th May 2025.

Region
Cork

Date Entered/Updated
13th May, 2025

Expiry Date
30th May, 2025

Attachment	Size
<u>Job Decscription - Social Care Leader, Cuanlee CLG</u> <u>1.pdf</u>	90.18 KB

Source URL: <https://www.activelink.ie/vacancies/civil-liberties-human-rights/115586-cuanlee-domestic-abuse-services-social-care-leader>