

Dublin Simon Community: Project Worker (Part Time) - Kildare **(<https://www.activelink.ie/node/115748>)**



About Us:

At Dublin Simon Community, we're dedicated to making home a reality. We empower individuals to access and sustain housing through services like prevention, addiction treatment, emergency response, and targeted interventions, in collaboration with our partners.

If you share our values and want to make a difference, we'd love to hear from you. We're looking for client-focused, friendly, and adaptable individuals to join our team.

We prioritise best practices in HR, including staff training, communication, and involvement in decision-making, to create a supportive and effective work environment.

About the job:

The service is a five bed female emergency accommodation unit situated in Naas. You may provide support with clients on residential services, progressing clients towards independent living. You will work as part of a team and report to the Service Manager for Wicklow.

Contract type: Part Time Permanent.

Location: Naas, Kildare

Working Hours: 20hrs hours per week, availability Monday-Sunday.

Salary: From €36,500 - €42,500 Pro Rata depending on experience

Responsibilities:

- Provide support to clients of the service
- Develop, manage, implement and review housing support plans for clients, which will be single persons, while working internally and externally to achieve service and clients targets.
- Manage a caseload of clients as part of a multi-disciplinary team, adhering to care and case management systems and protocols.
- Provide clients living in Simon with the supports they need to manage their living space and to move on from homelessness.
- Drive and implement care and case management processes and protocols whilst lone working in residential settings. Carry out risk assessments and follow safeguarding protocols for vulnerable clients.
- Liaise and foster successful relationships with the council, social housing providers, landlords, and local authorities and increase the accommodation move-on options for clients.
- Advocate on behalf of tenants, responding rapidly and providing practical aid in a crisis arising for the tenant.
- Assist the client with access to relevant services e.g. Housing Welfare, Estate Management, Social Welfare, Primary Care services, and Rent sections.
- Provide emotional and practical support to service users who are leaving homelessness, at risk of homelessness, or entering homeless services. Work from a strengths-based perspective to encourage resilience in service users and support them in feeling empowered.
- Facilitate clients to access housing, maintenance, and repair services information and advise of their rights and responsibilities. Work with the Property and Housing Management Function to ensure buildings are managed in line with H&S requirements.
- Facilitate clients to develop positive relationships with their neighbours.
- Ensure clients and residents are consulted and involved in the operation of the projects as far as possible.

- Review, with clients, tenancy agreements and contracts, and refer them to organisations such as Threshold and RTB, that may assist them, providing them with relevant legislation changes.
- Facilitate clients to access community services that they require.
- Report and record any child protection issues to the DSC child protection officer if concerned, and liaise with relevant child protection services as directed.
- Record client caseload data and update regularly. Compile statistics, update PASS and Internal IT Systems, and keep the system updated regularly.
- Attend bi-weekly team meetings, planning days, and function planning days
- Perform all administrative duties relating to the role in order to ensure that clients are supported in an effective and timely manner.
- Prepare reports, statistics, and other information as required by Dublin Simon Community.
- Participate in regular supervision and performance review, for professional self-growth.
- Support the manager in the implementation of the strategic and operational action objectives.
- Carry out front-line duties as required, to ensure the smooth running of the services including the management of the quality and health and safety functions.

Essential for the role:

- BA/BS degree in psychology, social care, addiction, counselling, youth work, community development, psychotherapy or similar.
- 2 years' experience working in a social care setting, working with vulnerable clients.
- 1-year experience as a project worker (case management, developing and implementing support/care plans).
- Full driver's license.
- Understanding of why people become homeless and the needs they have.
- Understanding of supporting clients to settle into their new tenancies.
- Client-focused, adaptable, accountable, resilient individual.
- Ability to manage challenging behaviour, whilst being respectful and professional.
- Experience developing strong relationships, with clients and stakeholders.
- Ability to support clients independently, within the support of a team.
- Desirable for the role:
- Experience of working in the community and liaising with local authorities and/or other housing providers.
- Experience of assessing clients needs in their homes and signposting to community supports
- Experience of mobile working in a visiting support capacity.

Benefits:

- 25 days annual leave,
- 5% matched contribution to your pension,
- Paid Sick Leave Policy,
- Paid Maternity Leave Policy,
- Bike to Work Scheme,
- Commuter Travel Tax Savers Ticker,
- 1st-week Comprehensive Training.
- Progression Opportunities

Shortlisting will be in progress throughout the period that the vacancy is live, so you may be called for interview and/or the vacancy may be filled before the closing date.

Apply for the position (<https://dubsimon.jobs.people-first.com/jobs/details/recruitment%2Fjobdetails%2Fc13f9705-879a-4c43-a2c9-196ed7434700>)

Application due date: 15/06/2025

For queries relating to this position please telephone (01) 635 4860 (Tel:016354860)

Dublin Simon Community is an equal opportunities employer and encourage applications from all qualified individuals.

Region

Naas, Co Kildare

Date Entered/Updated

20th May, 2025

Expiry Date

15th Jun, 2025

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