

## **Dublin Simon Community: Project Worker - Carmans Hall** **(<https://www.activelink.ie/node/116271>)**



**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**

**Contract type:** Full Time

**Working hours:** 37.5 hours per week, Monday-Sunday availability.

**Location:** Dublin

**Salary:** starting with € 36,500

As a Project Worker, you will work directly with clients work with the clients of Dublin Simon Community in short-term accommodation to implement and carry out effective care and case management, with the objective of progression to and sustainment of long-term accommodation. As well as our induction program, you will be provided with 10 training days throughout the year, ensuring you have the support and training to succeed in this role.

### **Responsibilities**

- Complete a baseline assessment as a basis to develop support plans for each individual. This will be done through the completion of a thorough assessment using the Holistic Needs Assessment tool and other assessments.
- Develop a Housing Support Plan and risk assessment addressing areas arising from the assessment through setting goals and assisting the client reach goals.
- Work within Best Practise Professional Boundaries ensuring that clients are consulted and involved in both the operation of the service and their own goal attainment.
- Operate within a case management system assisting clients to progress to and sustain long-term accommodation, ensuring that the client's support plan is implemented, regularly reviewed, and appropriate to their current needs.
- Review the Client Details on PASS of all households encountered and amends as necessary.
- Carry out health and safety and wellbeing checks as per local policy and recording of same.
- Ensure all new clients receive an induction to the service and are aware of their rights and responsibilities.
- Maintain knowledge and awareness of mental health issues, good practice in the field of mental health, and knowledge of mental health services and act as professional guide and mentor to members of staff.
- Prepare reports, statistics, and other information as required by Dublin Simon Community and update the PASS and Internal IT Systems on an ongoing basis.
- Responsible for the achievement of goals as determined by organisational strategy and local scorecard and individual action plan.
- Meaningfully participate in regular supervision and performance review, contributing to the identification of own job-related targets and training needs.
- Ensure clients are consulted and involved in the operation of the project as far as possible.
- Crisis and incident management, including but not limited to follow-ups, incident reporting, and appropriate communication of incidents.
- Ensure consistent handovers, daily diary, incident reports, and follow-ups, in accordance with organisation policies.
- Involvement in the induction and ongoing training of new staff, volunteers, graduates, student placements, and

community employment participants.

- Ensure routine maintenance, cleaning, health, and safety, and wellbeing checks occur, in line with operational procedures and standards.
- Ensure a high standard of customer service is provided and complaints are dealt with in an efficient and appropriate manner in accordance with complaints policy.
- Engage with and build a professional trusting relationship with people treating them with dignity and respect.

*Note: The duties listed in this job description are not exhaustive and you may be expected to perform other duties as are reasonable in the course of your work with Dublin Simon Community.*

## Essential for the role:

- A degree in Psychology, Community Development, Counselling, Social Care, Social Work, or similar.
- 2+ years of experience working in a social or caring setting.
- Ability to conduct risk assessments, create and manage client care plans, conduct holistic needs assessments.
- Understanding of why people become homeless and the needs they have.
- Good record-keeping, report writing.
- IT skills including Microsoft, Excel, PowerPoint, Word, and Outlook.
- Ability to manage challenging behaviour, whilst being respectful and professional.
- Excellent communicator, with the ability to advocate on the client's behalf.

## Benefits to working with Dublin Simon Community:

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

**Please note:** If you are unsure of any of the requirements, please contact the Recruitment Team at (01) 6354860. Shortlisting will continue throughout the recruitment process.

**Apply for the position (<https://dubsimon.jobs.people-first.com/jobs/details/recruitment%2Fjobdetails%2Fe01723c7-e3bb-4371-9df3-19769ad0c810/apply>)**

Application due date: 22/06/2025

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

### Region

Dublin

### Date Entered/Updated

17th Jun, 2025

### Expiry Date

22nd Jun, 2025

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**Source URL:** <https://www.activelink.ie/vacancies/community/116271-dublin-simon-community-project-worker-carman-hall>