

Merchants Quay Ireland: Addiction Counselling Team Leader **(<https://www.activelink.ie/node/116337>)**



Job Title: Addiction Counselling Team Leader

Reports to: MQI Addiction Services Manager, Irish Prison Service (IPS)

Responsible for: The efficient operation of the counselling team working in the IPS

Objective: To effectively manage on behalf of the Addiction Services Manager all resources pertaining to the Team. In doing so to uphold the values and ethos of Merchants Quay Ireland

Addiction Counselling Team Leader - Irish Prison Service

MQI is looking for a dedicated and experienced **Team Leader** to oversee and deliver addiction counselling services within the Irish Prison Service. This dual-role position requires a strong leader who can manage a team of counsellors while actively engaging with a caseload of up to 15 clients. You'll play a crucial role in ensuring the continuous delivery of a high-quality, evidence-based service.

Core Responsibilities Include:

- **Team Leadership:** Directly manage and mentor a team of counsellors, focusing on performance, development, and adherence to HR policies. Foster an environment where staff are trained and equipped to deliver high levels of productivity.
- **Caseload Management:** Provide individual and group counselling, conduct comprehensive assessments, engage in crisis or brief interventions, and develop holistic care plans in collaboration with multidisciplinary teams. Ensure timely referrals and proper case closure.
- **Operational Management:** Drive service delivery in line with IPS contractual obligations and quality standards. Implement and monitor systems for client data, maintain accurate computerised records, and comply with all operational policies, including health and safety. Compile weekly and monthly reports as required detailing counsellor activity and identifying blocks to service provision.
- **Stakeholder Collaboration:** Act as a key point of contact for client work, represent MQI at IPS meetings, and build strong relationships with prison management and other external agencies to ensure continuity of care.
- **Training and Development:** Support the delivery of inductions and ongoing training for staff team members.
- **Policy & Protocol Development:** Contribute to and implement new initiatives, policies, and protocols to enhance service provision and ensure seamless transitions for clients.
- To assist with any other duties which the Addiction Services Manager or Deputy Head of Operations might reasonably request.

Person Specification:

- **Education:** Degree in counselling/psychotherapy, addiction, health, or social care; currently accredited with ACI or IACP (or equivalent).
- **Experience:** Supervisory experience, with a demonstrable track record in operational management, including monitoring service levels and proactive problem-solving. Experience in addiction counselling, ideally within a prison or criminal justice setting, is highly valued.
- **Skills:** Exceptional leadership, communication (written and verbal), and organizational skills.
- Ability to manage conflicting priorities, provide constructive feedback, and use IT systems proficiently (MS Office).

- **Attributes:** Outcome-focused, empathetic, and committed to the development and wellbeing of your team. Must treat service users with dignity and respect, understand the complexities faced by those affected by substance misuse and the criminal justice system
- Be willing to travel across MQI/IPS locations.
- Full driving license and access to a vehicle required.

Salary: Depending on experience

Hours of Work: 39 Hours, Monday-Friday

Contract: Contract of Indefinite Duration

Location: Dublin

Please click the link below to apply for this role by the 11th July 2025:

</merchants-quay-ireland/jobs/32205/counselling-team-leader-dublin>

<https://login.hirelocker.com/merchants-quay-ireland/jobs/32205/counselling-team-leader-dublin>

Management reserves the right to amend or change this job description as required.

This Position is subject to Garda and IPS Clearance.

MQI is an equal opportunities employer.

Region

Dublin

Date Entered/Updated

23rd Jun, 2025

Expiry Date

11th Jul, 2025

Source URL: <https://www.activelink.ie/vacancies/community/116337-merchants-quay-ireland-addiction-counselling-team-leader>