



IASIO: Resettlement Coordinator, Castlerea Prison

IASIO (the Irish Association for Social Inclusion Opportunities), is a national organisation that works with State agencies in the development and delivery of services to marginalised groups, enabling communities to become more socially inclusive through best practice service provision. IASIO's current operational scope includes three national Services and two smaller projects: The Linkage Service, the Gate Service, the Resettlement Service; and The Community Support Scheme and The Supported Employment Service. In particular, it is the only national organisation for adult offenders in the community and voluntary sector with a specific focus on alternatives to both offending and re-imprisonment. This is achieved through the provision of direct services to offenders in the community and to prisoners, services which range from 1-to-1 guidance and placement into training, education, employment, group work, psychometric assessment, resettlement planning & support and placement in the community. IASIO's core mission is the social inclusion of people marginalised from mainstream opportunity.

The Resettlement Coordinator Role:

IASIO is recruiting for a full-time temporary Resettlement Coordinator position covering Castlerea Prison and Loughan House Prison subject to operational requirements.

The prison-based Resettlement Coordinator (RC) offers a 'through-the-gate' resettlement support for prisoners both before and after release. The RC aims to help identify a prisoner's resettlement needs and develops a release and post-release plan that offers the best chance of success for that person on release from prison.

Job Summary:

- A relevant third level qualification, while not essential is desirable (see a detailed job description below).
- A thorough understanding of the Target Groups needs and issues.
- A good understanding of the Irish Prison Service and the Resettlement and Reintegration process.
- Must meet the security and health and safety requirements for working within a prison environment.
- Excellent interpersonal skills and an excellent communicator with empathy for client needs.
- Prison based role.
- Specified purpose temporary contract.
- The pro-rata starting salary point is € 32,200.
- Full driving licence and access to transport for business is desirable.
- Full-time role, 35 hours per week, Monday to Friday.
- Proficient in the use of MS Office application.

- Proficient in the use of Salesforce CRM System desirable but not essential.
- Fluent written and spoken English.
- The appointment will be made subject to two satisfactory references, a pre-employment medical and prison access / full national security clearance and garda vetting.
- One years' experience of working with the Target Group.
- Teamwork experience.
- Applications are welcome from candidates with exceptional experience but who do not possess formal qualifications.
- Applicants should refer to the detailed job description, including the necessary competencies required in the attachment below.

The ideal candidate will have a good general knowledge of:

- IASIO and its range of services.
- The Irish Criminal Justice system.
- Prisoner Resettlement Work.
- Desistance Processes.
- Community based Addiction Services.
- Homeless Services.
- Primary Needs.
- Department of Social Protection schemes.
- Community and Voluntary Groups.
- The Irish employment market and training & education opportunities.
- Semi-state and other agencies, including services providing support and/or training and educational services for marginalised groups.

Benefits offered:

- Pension contributions.
- Death in Service Insurance.
- Paid maternity/paternity/parents leave.
- Paid sick leave.
- Employee Assistance Programme.
- Paid Volunteer Days.
- Paid Annual Health Check leave.
- CPD opportunities.
- Flexible start/finish time.

How to apply:

To apply for this role please send your CV and cover note via email to recruitment@iasio.ie before or on the closing date: **Tuesday, 14th May 2024**. Interviews will be held by Zoom video conferencing shortly after the closing date. *IASIO is an equal opportunities employer and promotes a policy of continuous personal and professional development among its staff.*



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Our Values				
				
Empowerment	Integrity	Hope	Collaborative	Respect
We enable others to have agency and independence	We have a strong moral compass and deep belief in what we do	We encourage self-belief in the people we support, helping them to achieve a better life	We are united and build strong partnerships to enable the brightest outcomes for our clients	We have deep admiration and regard for the abilities, opinions and beliefs of others

Main Aims and Objectives of the Resettlement Service

The main objective of the Resettlement Service is to promote desistance through the provision of support and access to essential services identified through the resettlement process. The focus is holistic but in each case is adapted to the needs of individual prisoners. Prior to release Resettlement Coordinators support the ex-prisoners access to housing, addiction, medical, social welfare and any other required services, while at the same time offer continued personal support. The ultimate aim is the ex-prisoners desistance and independence.

Job Title:	Resettlement Coordinator (Resettlement Service)
Job Purpose:	<p>Work in a prison setting with referred prisoners prior to release in order to facilitate their resettlement back into the community.</p> <p>Provide a range of supports to prisoners who have come into conflict with the law, to assist these persons to access social welfare, housing, medical card, addiction support services and other relevant services required to enable resettlement back into the community.</p> <p>Empower offenders to take responsibility for their life choices, and explore future directions.</p>
Reporting to:	Operations Manager.
Travel/ Full Driving License Requirements:	Vehicle and full driving license desirable but not essential.
Security Clearance:	Posts are subject to initial and ongoing Irish Prison Service Security Clearance and Garda Vetting.

JOB DESCRIPTION

Reporting to the Operations Manager the Resettlement Coordinator will provide a range of supports to offenders/prisoners properly referred to the programme:

Primary Responsibilities:

- Developing pre-release relationships with prisoners referred to the Programme
- Manage referrals in Castlerea Prison and Loughan House for prisoners who require resettlement support
- Assist prison-based agencies and their staff by assessing and addressing the resettlement needs of referred offenders

- Develop an individualised and realistic resettlement plan with the ultimate aim of promoting social integration, which may involve post-release placement with community and voluntary groups
- Assess housing needs, welfare needs and post release medical card access
- Liaise and advocate with Housing, Social Welfare and Medical Card agencies/personnel on behalf of the prisoner as required
- Maintain accurate case management notes on the Irish Prison Service Prisoner Information Management System
- Contribute to prison based multi-disciplinary meetings as part of the Irish Prison Service Integrated Sentence Management process
- Provide post-release support to clients and service providers in the community
- Liaise with existing agencies e.g. the Health Service Executive, Area Partnerships, Local Authorities among others to complement those services and avoid replication
- Develop service provider and community based networks, and a directory of supports for each catchment area
- Maintain a detailed file on all clients
- Effectively manage a caseload
- Furnish reports to the line manager and attend meetings when required
- To actively participate in conjunction with your line manager in your own training and development needs and appropriate training and development activities
- To perform such other duties as appropriate to the post that may be assigned to you by your line manager from time to time
- Ensure resources are used efficiently, effectively and economically
- Monitor own performance; trends analysis / internal controls
- Provide timely and comprehensive management information, statistics and reports
- Observe the requirements of the Prison Rules, 2007 and Governors Orders as issued from time to time
- Observe all requirements of the General Data Protection Regulations and Data Protection Acts
- Observe all requirements of the IASIO Child Protection Policy
- Observe the new legislative requirements as relevant and necessary

Secondary Responsibilities:

- Assist in the development and implementation of strategic plans
- Assist in the development of new projects

PERSON SPECIFICATION

Essential Qualifications and Knowledge:

The ideal candidate will have:

- A relevant third level qualification while not essential is desirable;
- A thorough understanding of the Target Groups needs and issues;
- A good understanding of the Irish Prison Service and the Resettlement and Reintegration process
- Must meet the security and health and safety requirements for working within a prison environment

A good general knowledge of:

- IASIO and its range of services
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- Primary Needs
- Department of Social Protection schemes
- Community and Voluntary Groups
- The Irish employment market and training & education opportunities
- Semi-state and other agencies, including services providing support and/or training and educational services for marginalised groups

Experience

- One or more years' experience of working with the Target Group or similar groups
- Teamwork experience

Competencies/ Personal Attributes

Interpersonal Effectiveness:

Confidence
Initiative
Communication
Empathy

Managing for Results:

Concern for clarity and quality
Meeting target outcomes
Setting realistic targets for clients

Group & Interprofessional Skills:

Influencing / Negotiation
Understanding Stakeholder Needs
Relationship Development / Networking
Facilitation
Understanding Group Dynamics

Thinking & Problem Solving:

Analytical Thinking
Conceptual Thinking
Practical Thinking
Innovative Thinking
Decision Making / Judgment

Desired Knowledge

Criminal Justice System/Agencies
Target Group Needs
Criminal Justice Perspectives
Adult Guidance Theories & Practice
Health & Safety Legislation

Key agency personnel
Employers issues and concerns
Labour Market Forecasts
Information Technology (IT)
Children First Guidelines

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