



Dun Laoghaire Rathdown outreach Project wishes to recruit a **Community Employment Supervisor** for our Drug Rehabilitation Scheme. This scheme is funded through the Department of Employment Affairs and Social Protection

**PRIMARY OBJECTIVES OF THE SCHEME ARE:**

- To provide persons in recovery from substance misuse issues with a programme that incorporates support and learning around rehabilitation, social and personal development, health & wellbeing, training, education and work experience opportunities.
- To facilitate progression on to further education, training and/or employment

**The Role**

The role of the CE Supervisor is to support participants of the Dun Laoghaire Rathdown Outreach Project’s Drug Rehabilitation Programme to develop their personal, social and work related skills to enable them to participate fully within their community and work life.

**PERSON SPECIFICATION**

Area	Essential	Desirable
<b>Knowledge of Post</b>	<ul style="list-style-type: none"> <li>• Knowledge of the role of the Community Employment Supervisor within a Drug Rehabilitation Scheme</li> <li>• Display responsibility, commitment and motivation to implement the spirit of Community Employment.</li> <li>• Knowledge of addiction / rehabilitation and local services</li> <li>• Experience of developing and implementing programmes in a recovery based rehabilitation service</li> </ul>	<ul style="list-style-type: none"> <li>• Awareness of the needs of clients on a drug rehabilitation scheme</li> <li>• Knowledge of NDRIC Framework</li> </ul>
<b>Work Experience</b>	<ul style="list-style-type: none"> <li>• Two years previous experience working with substance misuse issues</li> <li>• Three year experience supervising staff</li> <li>• Previous experience in administration, and/or training delivery</li> </ul>	<ul style="list-style-type: none"> <li>• Previous group facilitation experience</li> </ul>
<b>Interpersonal Skills</b>	<ul style="list-style-type: none"> <li>• Must be capable of directing and motivating participants.</li> <li>• Must be articulate and assertive</li> <li>• Competent writing skills required</li> <li>• Non-judgmental attitude</li> <li>• Awareness of importance of professional boundaries</li> </ul>	<ul style="list-style-type: none"> <li>• Team work ethos</li> </ul>
<b>Education &amp; Training</b>	<ul style="list-style-type: none"> <li>• 3<sup>rd</sup> level (min Level 6) Qualification in substance misuse and/or related issues including rehabilitation.</li> <li>• Major Award at 3rd Level (NFQ Level 6 or higher) in Business/Financial Administration, Training, Human Resources, Project Management or related disciplines.</li> <li>• ICT skills essential (e.g. MS Office).</li> </ul>	<ul style="list-style-type: none"> <li>• Facilitation / group work qualification / training Qualification</li> </ul>

**TO APPLY** send your CV and cover letter to Anthea Carry at [manager@drop.ie](mailto:manager@drop.ie). Full job description can be downloaded from [www.drop.ie/employment-vacancies](http://www.drop.ie/employment-vacancies). Shortlisting and Garda Vetting will apply. A panel will be formed. **Closing date for application is 5pm on Thursday 23<sup>rd</sup> January 2020.**