



**DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT
JOB DESCRIPTION**

Job Title	Project Worker (35 Hours)
Reporting To	Manager
Salary	HSE Social Care Worker Salary Scale

Job Purpose

To work as part of a small team providing support and planned interventions on a one-to-one basis to encourage drug and alcohol misusers to explore their substance use and to increase and fulfil their potential through addressing their social, emotional, educational and health needs, and through developing effective life skills. To build professional trusting relationships with individual service users, treating them with dignity and respect, and working within the values of DROP

Responsibilities

- To carry a case load, providing one-to-one key working support and group facilitation to service users during day time and evening hours
- To undertake initial and comprehensive assessments with service users in line with organisational procedures and the NDRIC framework leading to the development of service user care plans.
- To work with service users in identifying goals and to encourage them to explore their potential, positively reinforce achievements and address any obstacles which may hinder their personal, social, emotional, educational and health needs.
- To work with other agencies and encourage their engagement in referral pathways, interagency care plans and case management processes.
- To review service user care plans on a regular basis which may necessitate additional referrals, care plans goals or interagency meetings to address arising issues.
- To advocate for service user needs and to attend interagency case meetings and conferences.
- To record and keep accurate, up-to-date records, including service users files, case notes, assessment forms, care plans and intervention records.
- To monitor and track service user trends and issues to contribute to service development and local profiles.
- To contribute to, where relevant, group work programmes / sessions.
- To participate in and to communicate effectively in team and clinical meetings, service user reviews, programme planning, service reviews, project evaluation and development meetings.
- To raise awareness of and to promote the work of the project through networking and liaising with relevant agencies and individuals.
- To commit to a continuous professional development of motivational approaches and effective interventions.
- To attend identified and appropriate professional training.

- To work effectively on one's own initiative as well as part of a team in accordance with the organisational structures and procedures.
- To attend and participate in appraisals and supervision processes as required, and to use this opportunity to reflect upon professional practice, to request and receive support and guidance, and to identify strengths, weaknesses and training needs.
- To identify and maintain professional boundaries through supervision, team meetings and on-going communication with the project manager and work colleagues, to remain conscious of one's own limitations and capacity to respond to service users needs as they arise.
- To participate in the opening, locking up and security of the premises in accordance with guidelines.
- To work within and adhere to the organisations policies, procedures and good practice guidelines.
- To maintain a professional stance without advertising personal views, opinions or beliefs.
- To undertake any other duties, as may be reasonably assigned by the project manager from time to time.

Pre- requisites for position

Essential

- Third level qualification in the area of addiction or related field
- Minimum of 3 year experience working with people affected by substance misuse and addiction in a keyworking capacity
- Experience in undertaking assessments, developing care plans, interagency working and case management within the NDRIC framework

Desirable

- Relevant training and / or work experience in the area of community development and / or addiction specific treatment and rehabilitation
- Experience in relapse prevention and other evidence based approaches
- Accreditation in Community Reinforcement Approach
- Experience utilising eCASS CRM

Competencies

- The ability to be self motivating and a self starter
- Have excellent written, verbal and IT communication skills
- The ability to work with participants professionally and with empathy
- The ability to work within professional boundaries
- The ability to work as part of a team and on own initiative
- Good administration, organisational and time management skills
- Be a motivated individual with lots of initiative who will bring real commitment and passion to the work