



# EXCHANGE HOUSE IRELAND

## National Travellers Service

Exchange House Ireland National Travellers Service is the largest front line Traveller specific service in Ireland. We are an organisation of Traveller and non-Traveller people working together to provide services to Traveller families, Traveller young people and children, and Traveller men and women, many of whom are in crisis. We pride ourselves in working with some of the most marginalised members of the Traveller community.

We are a multi-disciplinary service provider offering Family Support and Crisis Intervention, Children and Young People Services, Addiction Services, Mental Health Services and Education and Training Services to members of the Traveller community. We also deliver other national services through training, provision of expertise and partnerships with other organisations providing services to Travellers in Ireland.

### Senior Social Work Practitioner

#### Job Description

##### Location:

- Exchange House Ireland National Travellers Service office, 61 Great Strand Street, Dublin 1, D01 WC97

##### Reporting to:

- The CEO

##### Outline of position:

- This is a senior position, providing supervisory support to the multi-disciplinary Family Support and Crisis Intervention Service team and implementing the goals of the Exchange House Ireland strategic plan.

##### Duties and Responsibilities:

- In consultation with the CEO and other senior management staff, the duties and responsibilities of the Senior Social Worker will be as follows:
- Participate in the formulation and revision of policies & procedures for Exchange House Ireland and the Family Support and Crisis intervention Service.
- Develop, plan and implement programmes that support families and individuals.
- Offer supervisory support to a multi-disciplinary team of Social Workers, family support workers, mental health workers and addiction workers
- Provide regular supervision and case management to the teams Social Workers and Family Support Workers.
- Carry a small defined caseload of high support service users
- Responsible for child protection issues in accordance with Children's First.
- Provide information on activity and compile statistics for the department
- Provision of professional student placements in conjunction with team members
- Maintain client records in accordance with the GDPR, Data Protection Act and Exchange House Ireland policies.
- Oversee research projects

- Propose, develop and implement appropriate mechanisms for evaluation of services delivered by Exchange House Ireland.
- Represent Exchange House Ireland on relevant committees, etc.
- Participate in case conferences, reviews and planning meetings.
- Keep up to date with developments in family support and social service provision and with changes in legislation, which impact on service provision.
- Ensure that best practice is observed in the participation of clients in contributing to both case management and the wider development of policy within the organisation.
- Work collaboratively with other staff within Exchange House Ireland and with external agencies to improve the effectiveness of services
- Participate in the development and implementation of best practice health and safety policy and practices in accordance with national and EU legislation and regulations
- Participate in and coordinate EU and National Projects
- Provide reports as requested by the CEO or Board
- Carry out other duties as required by the CEO or Board.

## Person Specification

### Qualifications:

- NQSW qualification and a degree or masters in Social Work
- CORU registered

### Experience in the following is essential:

- Must have a minimum of 3 years post qualification experience.
- Be dynamic, have experience of team work and adapting services to client needs, particularly in respect of vulnerable groups.
- Experience of line management in a Social Work setting
- Have experience in delivering social work/family support services
- Experience of working with the Traveller community

### Skills:

- Professional supervision skills
- Proven people management and team development skills
- Client focus and commitment to quality
- Report writing
- Planning and evaluation skills
- Excellent presentation skills
- Full Irish driving license

### Salary:

- Salary as per HSE Senior Social Work Practitioner commensurate with qualifications and experience
- Full-time is 39 hours per week. Some flexibility may be required on occasion.
- Probation period: 9 months

Application Form and job description/person specification is available at or [www.exchangehouse.ie/positionsvacant.php](http://www.exchangehouse.ie/positionsvacant.php) or call the Personnel Administrator on (01) 872 1094

**Completed Application Forms should be sent to:**

*(CVs will not be accepted)*

CEO (SSWP)  
Exchange House Ireland National Travellers Service  
61 Great Strand Street  
Dublin 1  
D01 WC97

or emailed to: [info@exchangehouse.ie](mailto:info@exchangehouse.ie)

Please note CVs will not be accepted. Applicants must use the Application Form provided

**Closing date for receipt of applications is 5.00pm on Friday 15<sup>th</sup> February 2019**

**Shortlisted candidates will be interviewed on Tuesday 26th February 2019**

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*All positions in Exchange House Ireland are subject to Garda Vetting and full reference checks.*

*Exchange House Ireland is an Equal Opportunities Employer and welcomes applications from members of the Traveller community.*