



JOB DESCRIPTION

Job Title:	Project Worker, CAMDAS (Cavan and Monaghan Drug and Alcohol Service)
Responsible to:	The Head of Drug, Health and Homeless Services through the Regional Day Service Manager
Report to:	Service Coordinator
Objective:	To effectively deliver services pertaining to the provision of a Community based Drug & Alcohol treatment support, family support, harm reduction, rehabilitation and aftercare service for individuals over 18 years and their families in Cavan and Monaghan
Type of Contract:	Fixed-Term Contract of 12 months duration (subject to Funding)
Location:	Cavan and Monaghan
Hours:	39 Hours Per week

Main Duties/Responsibilities:

Service Delivery

- Provide a range of rehabilitation and aftercare supports targeting service users from the region including those exiting drug and/or alcohol treatment programmes or exiting prison
- Provide education, information, advocacy and treatment support to service users and their families as required
- Target, engage and establish a relationship with local drug and/or alcohol users with a view to linking them into relevant services who are not currently in contact with services
- Assess the needs of service users and match their needs with the appropriate evidence-based interventions and arrange input from other relevant agencies where necessary
- Have an individual integrated care plan, which is based on a comprehensive assessment of their needs, with appropriate treatment, rehabilitation and recovery goals, agreed with the service user. Ensure service users are case managed and tracked as they move through the continuum of care

- Formulate and implement a referral pathway and plan for those transitioning from the service
- Deliver specific substance use interventions using a variety of models i.e. Cognitive Behaviour Therapy, Motivational Interviewing, Harm Reduction, Relapse Prevention as well as crisis interventions, the aim of which is to promote self-efficacy and motivation to change and to reduce harm caused by substance misuse/offending behaviours
- Support service users who are engaging with a detoxification programme
- Referral to appropriate treatment facilities, for stabilisation, detoxification, rehabilitation
- Work closely with community, voluntary and statutory services to ensure that service users can access support in relation to other needs i.e. housing, employment and education etc.
- Participate in clinical multidisciplinary team and liaise with General Practitioners, primary health care, psychiatric services, statutory/community and voluntary and other agencies as appropriate
- Provide care and support that offer both a harm reduction and recovery ethos reflecting a person centred approach to care
- Deliver a range of harm reduction interventions in group, one to one and outreach settings to include safer injecting practices, infection control etc.
- Provide psycho-social support for persons leaving drug and/or alcohol treatment services or released from prison or moving from one point on the continuum of care to another
- Establish and deliver structured therapeutic support, group-work sessions, one to one interventions and activity based sessions
- Deliver a range of stabilisation programmes to service users
- Support a health promotion approach, focusing on disease prevention and reduction of risks associated with substances misuse and addiction
- Facilitate group therapy, workshops, and educational groups to service users
- Ensure regular service user reviews take place where appropriate with probation, health services and any other agency the service user are engaged with
- To engage in outreach work as and when required
- Referral to appropriate treatment facilities, for stabilisation, detoxification, rehabilitation
- Support service users through the process of regaining their capacity for daily life from the impact of problem drug and /or alcohol use and reintegrating into their communities
- Responsible for working in partnership to maximise benefits that can be achieved for individuals and families by utilising wider resources and support networks that are available locally
- To assist/support service users who are engaging in or preparing for our Rehabilitation Community Employment Scheme

Reporting

- Produce standard monthly and quarterly reports for the Service Coordinator, Regional Day Service Manager/and or Head of Drug, Health and Homeless Services in line with funding agencies requirements and compile any ad hoc information requests relating as required
- Compile and report on complaints and compliments received as required
- Responsible for ensuring that statistics/data are kept updated on the CRM (eCASS) system at all times and provide reports to the Service Coordinator in keeping with all required deadlines and on an ad hoc basis as required
- Responsible for maintaining a complete, accurate and up to date record for each treatment episode on the HRB on-line web based system

Training

- To attend all training sessions, workshops and courses as advised by the Service Coordinator
- To support and facilitate the transference of learning to workers, students and volunteers project
- To actively engage with the Services Coordinator regarding ones own personal/professional needs in the context of being an effective worker on the project

General Responsibilities

- To oversee the support and supervision provided to support workers, volunteers and placements in the Cavan and Monaghan service
- Comply with all verification visits by funding agencies
- To support and participate in all audits and/or evaluations
- To comply with all requirements in relation to all the appropriate paperwork for the service such as client files, accident reports, service user complaints, minutes of meetings etc.
- To communicate effectively and to maintain appropriate accountability to the Service Coordinator, Regional Day Service Manager/and or Head of Drug, Health and Homeless Services
- Keep up to date with developments in the north east region
- Attend and participate in relevant committees/fora's as advised by the Service Coordinator
- In conjunction with the Service Coordinator continuously develop the role to ensure that all aspects of the service are managed effectively and in line with service requirements
- To actively participate in monthly line management supervision
- To become familiar with and ensure that all MQI's policies and procedures are being adhered to particularly those relating to Health & Safety, HR, Confidentiality, Boundaries and staff code of conduct etc.
- Notify the Service Coordinator as soon as possible where there are reasonable grounds for concern that a child may have been abused, or is being abused, or is at risk of abuse in accordance with current legislation, MQI's Child protection Policy
- Compile and report on complaints and compliments received as required
- Undertake any other duties as assigned by the Service Coordinator, Regional Day Service Manager/and or Head of Drug, Health and Homeless Services

Person Specification

The ideal candidate for this position will have:

- Have a relevant qualification (minimum QQI Third Level 7 or equivalent) e.g. social care, addiction, nursing, community or youth work.
- Have a minimum of 1 years experience in a paid full-time capacity, or equivalent part time, in an addiction service or similar setting (community development, health & social care, education or related fields including experience of crisis support, key working, case management and group facilitation)
- Additional Training Desirable: CRA/CRAFT/5-Step Method/PuP Programme

- An excellent understanding of issues relating to problem drug use, homelessness, dual-diagnosis and progression pathways towards community-based rehabilitation, housing and training services
- Have an understanding of the current National Drugs Strategy, Substance Misuse Strategy, National Drug Rehabilitation Framework, logic model reporting, QUADS and/or Safer Better Healthcare (NSSBH).
- Demonstrate an ability to utilise both practice-based evidence and evidence-based practice in informing clinical decisions about Clients
- Demonstrate detailed up-to-date clinical knowledge of assessment and treatment of a range of addiction and mental health problems
- Demonstrate commitment to ongoing evaluation of supervision and clinical practice to ensure a quality and effective service
- Demonstrate knowledge of relevant legislation
- Demonstrate competence in responding appropriately to diverse Clients who are vulnerable or at risk
- Demonstrate commitment to continuing professional development and effective use of supervision
- Demonstrate the ability to work effectively and confidently with challenging Clients' processes
- Demonstrate awareness of professional and personal boundaries
- Display effective interpersonal and communication (verbal and written) skills
- Counselling skills an advantage
- Qualification/training in Motivational Interviewing (MI), Cognitive Behavioural Therapy (CBT), Relapse Prevention is an advantage.
- Demonstrate ability to manage Clients' records effectively and to produce counselling reports as required
- Demonstrate an ability to work both as part of a multidisciplinary team and to work independently, under supervision
- Demonstrate proficiency in IT skills relevant to the role (eCASS, NDTRS Link, Viclarity, Microsoft word, Excel, PowerPoint etc, Training will be provided, as required.
- Demonstrate evidence of effective planning and organising skills including awareness of resource management and importance of value for money
- Demonstrate ability to manage deadlines and effectively handle multiple tasks
- Maintain strong links with the Clients and develop systems of Service User evaluation
- Demonstrate initiative and innovation, identifying areas for improvement, implementing and managing change
- Experience of developing and delivering workshops and seminars
- Capacity to develop positive relationships with internal and external agencies
- Experience and skills in the referral process and assessment of clients with addiction and associated needs
- Experience and skills in developing care plans
- A full driving licence would be an advantage

Salary: €30,360 per annum

Hours: 39

Days: Monday to Friday

April 2021

Location: Cavan and Monaghan

Closing Date: 12th May 2021

If you are interested in this exciting role, please send your CV and completed application form to recruitment@mqi.ie before **5pm on Wednesday 12th May 2021**, putting in the subject box 'Application for Project Worker – CAMDAS '.

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

This Position is subject to Garda Clearance

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