

The CRC delivers a range of services to children and adults with disabilities both nationally and locally through our centres in Dublin, Limerick and Waterford and our Outreach Services. The mission of the CRC is that by working together we make a positive difference to the lives of people with disabilities, their families and carers. Our vision is that people with disabilities achieve their potential and live full lives as equal and valued citizens.



Community Support Workers

The CRC are currently seeking Community Support Workers full-time and part-time roles across the teams

Flexibility to work some evenings and weekends as required is essential as services are delivery in line with the needs of the individuals (Monday to Sunday roster 8am-8pm).

Community Support Workers in CRC responsible for supporting the individual goals of adults through a Person-Centered Planning (PCP) process based on HSE New Directions Policy, as well as providing individualized personal care support as required. Based in Training and Development Clontarf and in our community hubs, the Community Support Worker will also be working in Dublin, supporting adults in achieving their goals in their community.

Applicants for this position should have the following essential criteria:

- At least 6 months experience of working with adults with disabilities. This should include management of all aspects of personal care.
- A working knowledge of the New Directions policy
- Have a working knowledge of safeguarding and safeguarding policies
- A minimum of social studies or other relevant qualification such as Healthcare Support – QQI Level 5 full award is essential
- Acting as a Key Worker for adults with disabilities
- Excellent communication and interpersonal skills
- Good awareness of health and safety issues
- Report writing and good IT skills to include Microsoft office – Excel, Outlook and Word
- Be an excellent and innovative team member with a strong commitment to the empowerment of people who have a disability

The following criteria are desirable but not essential:

- The ability to plan and work with adults and their supports to ensure a meaningful day in line with their aspirations
- The ability to work on their own initiative
- Supporting adults with significant feeding and swallowing difficulties, including specific supports such as suctioning

Informal enquiries to Noel Carroll, Training Manager, tel: 087 2767235 email: ncarroll@crc.ie. Department of Health Salary Scale, Healthcare Assistant (full-time rate: €31,101 - €39,939).

Applicants must demonstrate in their CV and supporting documentation how they meet the above criteria as short-listing will apply.

Please forward a letter of application quoting **reference number CRC 138/22** with a full CV to; Human Resources Department by email to recruit@crc.ie or through Irish Jobs. Applications must be received on or before 5pm, Thursday, 17th November 2022.

CENTRAL REMEDIAL CLINIC

JOB DESCRIPTION

Job Title and Grade	Community Support Worker Specified Purpose Contract
Location of Post	This post will be based in the CRC Centres and CRC Community Hubs
Details of Service	<p>The post holder will have responsibility for:</p> <ol style="list-style-type: none"> 1. The delivery and monitoring of personal care to adults of the under the guidance of the Training Coordinator 2. Lone work with an adult off site in various locations 3. Support an adult in an educational setting off site 4. Work with adults in their community 5. Day to day administration of certain aspects of programmes as assigned by the Centre Manager 6. The delivery and administration of Person-Centred Plans in partnership with adults attending the centre. 7. Based on the service delivery model New Directions, Community Support Workers will be required to have flexible working hours requiring evening and/or weekend work 8. Covid planning and orientation experience 9. Supporting adults with significant feeding and swallowing difficulties, including specific supports such as suctioning
Reporting Relationship:	<p>The post holder will report to:</p> <p>The support worker reports to the Centre Manager. In his/her absence to the Senior Support Worker</p>
Key Working Relationships:	<p>The post holder will:</p> <ul style="list-style-type: none"> • Work with adults who attend the programme • Liaise with Human Rights organisations • Work with colleagues and the Centre Managers. • Liaise with other colleagues in the CRC i.e. therapy and clinic services as referral requires. • Liaise with family with permission of individual adults. • Link in with other colleges and training providers to enhance progression and employment opportunities for adults on the programme • Engage and participate in the Discovery process for adults to ensure delivery of a personal centred plan
Purpose of the Post	<p>The post holder will be expected to:</p> <ul style="list-style-type: none"> • Lone work with an adult in his/her community • Facilitating and supporting adults link in with other agencies, Community Centres and training providers • Delivery and administration of Person-Centred Plans, individualised work/and support which is in line with New Directions - record keeping of Person Centred Planning/'Discovery' with adults • Explore and provide new opportunities, activities and experiences in the community for adults in the centre

	<p>The initiation, delivery and management of certain activities as directed by the Centre Manager. This includes:</p> <ul style="list-style-type: none"> • Assisting in the planning, organising and carrying-out of activities and taking cognisance of the wishes of the group in the provision of activities • Ensuring that adequate preparation and planning is undertaken in the provision of activities • Being responsible for ensuring that adequate personal care is provided while activities are taking place <p>Day to day administration of certain aspects of programmes as assigned by the Centre Manager. This includes:</p> <ul style="list-style-type: none"> • Administrative duties as required, including report writing, correspondence with outside agencies and maintenance of files/records • Maintenance and general care of equipment and materials. • Management of files <p>Being an Active member of the CRC staff team. This means:</p> <ul style="list-style-type: none"> • Participation and active involvement in regular meetings with the manager and staff team meetings • Working co-operatively with all the staff team so as to provide a high-quality service • Co-operating with the Centre Manager in any review of policies and procedures of the Local Centres and the CRC <p>Additional Duties:</p> <ul style="list-style-type: none"> • Ensuring that premises are maintained as a suitable and stimulating environment for the adults attending the centre <p><u>Risk, Health and Safety</u></p> <ul style="list-style-type: none"> • Complying with Health and Safety regulations and the Safety Statement of the CRC & Local Centres • Complying with all CRC policies and procedures • Ensuring that the maintenance and general care of equipment, materials etc. is carried out
<p>Skills, competencies and/or knowledge</p>	<p>Applicants for this position should have the following essential criteria:</p> <p>The successful applicant will:</p> <ul style="list-style-type: none"> ▪ Have a minimum of social studies or other relevant qualification such as Healthcare Support – QQI Level 5 is essential ▪ Have the ability to plan and implement suitable activities in partnership with adults ▪ Ability to work on their own initiative ▪ Lone working ▪ Excellent written and verbal communications skills ▪ Have a good awareness of health & safety issues ▪ Excellent IT skills to include Microsoft Outlook, Excel and Word applications.

	<ul style="list-style-type: none">▪ Be a creative and innovative team member with a strong commitment to the empowerment of people who have a disability▪ Covid planning and orientation experience▪ A working knowledge of the New Directions policy <p>The following criteria are desirable but not essential:</p> <ul style="list-style-type: none">▪ At least six months experience of working with adults with disabilities.▪ The ability to plan and work with adults and their supports to ensure a meaningful day in line with their aspirations▪ Acting as a Key Worker for adults with disabilities▪ Have previous experience of working in a classroom environment is desirable▪ Supporting adults with significant feeding and swallowing difficulties, including specific supports such as suctioning <p><i>The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.</i></p>
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