

Job Description

Job Title	Support Worker - Community Support Scheme
Post Location	Cork
Details of Service	The Cork Alliance Centre works with people released from prison. The choice for change and the associated choice for desistance from crime is not a once off decision, but rather a complex process of continuous choices. The Centre supports people make a 'fresh start', both in terms of reducing offending and restoring their positive connections with their family, friends, community, society and with themselves. Therein, our work seeks to facilitate people to become generally better equipped to manage their lives more positively, as they seek to live a crime free life
Reporting to	The post holder will be responsible to the CEO
Purpose of the Post	Community Support Scheme (CSS) is an Irish Prison Service (IPS) funded project, designed to support people specifically with short term sentences (3-12mths) to serve their sentence in the community. The role is to engage in professional support relationships with people to assist in the transition from prison to the community as they move away from offending towards engaging positively in their own life and with family/community. The role is to assess nominated people within the prison for their suitability for CSS and once the IPS approves release plans, to co-ordinate the community-based supports for each person for the duration of their sentence. The post holder will work together with our team and the Irish Prison Service to provide a person-centred service.
Principal Duties and Responsibilities	<ul style="list-style-type: none"> ▪ Develop a working relationship with people who use our service prior to and post release from prison. ▪ Support the people we work with to move away from offending towards personal recovery. ▪ Support and motivate people in the development, ownership, and progression of their personal development plans. ▪ Implement and facilitate key working, care planning and case management. ▪ Provide the direct delivery of information, advice, and advocacy services. ▪ Inform and facilitate people access appropriate support services. ▪ Work as a member of the programme team to meet the needs of the people we work with and assist in devising programmes to address specific needs of the people we work with. ▪ Develop and maintain appropriate networks and resources to enable the referral of people we work with to mainstream and specialist services ▪ Work collaboratively with all stakeholders, including the Irish Prison Service, to ensure a continuum of care for the people we work with ▪ Keep clear, concise, and comprehensive records of the work undertaken, including writing reports.

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	<ul style="list-style-type: none"> ▪ Maintain and submit statistics and activity data in a timely manner as requested ▪ Monitor and evaluate effectiveness and outcomes for individuals/groups. ▪ Participation in the development of new initiatives etc. ▪ Participate in regular supervision with line manager, attend staff meetings and professional development opportunities, in-service and other relevant training. ▪ Participate in regular external team counselling supervision. ▪ Participate in the operations of the organisation. ▪ Practice in accordance with Cork Alliance Centre policies and standards. ▪ Notification of child abuse in accordance with Children First Guidelines. ▪ Observe professional ethical standards and behaviours as required by organisation policies and guidelines ▪ Comply with Health and Safety regulations and review procedures. ▪ Report to the CEO on matters affecting the service. ▪ Promote the Cork Alliance Centre in the wider community. ▪ Flexibility in practice as required i.e., out of hours, provision of new programmes and initiatives.
Skills, competencies, & knowledge	<ul style="list-style-type: none"> ▪ Demonstrate a sense of mission in favour of our work and the people we work with. ▪ Demonstrate knowledge of the needs of the people we work with, and the ability to work effectively and confidently. ▪ Demonstrate a personal awareness and responsibility to self-care to ensure capability to do the work and be a consistent presence for the people we work with. ▪ Demonstrate an ability to maintain personal and professional boundaries. ▪ Demonstrate commitment to continuing professional development and engagement in the supervision process. ▪ Demonstrate effective interpersonal and communication skills. ▪ Demonstrate ability to manage deadlines and effectively handle multiple tasks. ▪ Demonstrate effective planning and organising skills. ▪ Demonstrate flexibility and an ability to work both as part of a team and independently, under supervision. ▪ Demonstrate proficiency in MS Word, Excel, Outlook, etc and IT skills in general ▪ Demonstrate initiative and innovation, identifying areas of improvement, implementing, and managing change.
Other requirements specific to the post	<p>Full-driving licence, with access to transport as post involves travel, with service delivery at multiple locations. The role is primarily office based with travel to, and work in prisons nationally.</p> <p>Within public health guidelines, working from home may also be required at times.</p> <p>Garda Vetting and Prison security clearance is required for the position.</p> <p>Applications from people with convictions/prison in their past are welcomed.</p>
Salary Scale	€32,000 - €43,495
Contract	Subject to funding

Note: The job description is a guide to the general range of duties assigned to the post. It is intended to be neither definitive nor restrictive and is subject to periodic review.