



Job Description

Job:	Support Worker
Location:	Enable Ireland Cork Services at Adult Residential Service @ St Laurence's Lota Park, Glanmire, Cork
Contract Hrs:	Full-time (39 hours per week), Part-Time and Relief
Contract Type:	Permanent, Temporary and Relief
Reporting to:	Service Manager/Person in Charge

Overall Purpose of the Post:

The role of Support worker is to work as part of a dedicated and innovative team to provide person centred services to children and adults with disabilities who attend Enable Ireland Services.

Duties:

- To help create an atmosphere which is inclusive and promotes each individual's participation in terms of choice, and decision making and in which each individual is enabled to reach their highest level of independence.
- To treat all individuals with the highest level of respect and promote their human rights at all times.
- To be aware of each individual's needs and support them with implementing their personal plans and to identify and reach their individual goals.
- To support individual's with all aspects of daily living including mobility, communication, personal care, assisting with eating and drinking, care and maintenance of equipment, money management.
- To assist and support individuals to access centre based activities, social and leisure activities in the wider community, and access to employment and educational settings.
- To liaise with team members, families, and other professionals as appropriate. Attend team meetings as directed by the service manager.
- To be aware of the each individual's health needs and assist where required.
- To drive the service transport and provide escorting assistance where required.
- To assist with household duties such as cleaning, cooking, shopping, and the general upkeep of the facility where applicable.
- To become familiar with Enable Ireland's Guidelines, Policies and Procedures and to be aware of HIQA standards and HSE New Directions guidelines.

- To take part in induction training and complete ongoing mandatory and service specific training as identified.
- To promote and safeguard the rights of all individuals and be aware and knowledgeable around responsibilities in relation to child protection/adult safeguarding.
- To maintain service records and ensure that they are up to date and available.
- Maintain a code of confidentiality and discretion in all dealings with all individuals attending Enable Ireland Services, their families and with staff.
- To be able and willing to be flexible in approach to work and be responsive to service needs.
- Any other duties as requested by the Service Manager/Person in Charge or designate.

To minimise exposure to breaches of GDPR, strict compliance is required, in the course of carrying out the duties of this job and working with others which will include but is not limited to compliance with all Enable Ireland GDPR policies and procedures, attending all GDPR training sessions, ensuring personal responsibility for implementing safeguards and measures as directed, to minimise exposure to breach GDPR.

Terms & Conditions:

Responsible to: Service Manager/Person in Charge

Probation: A probationary period of 6 months applies, wherein three probationary meetings will take place to review your performance and suitability for appointment. The company reserves the right to extend the probationary period on an exceptional basis if it is deemed that the extension would be your interest. In any case, this will not exceed a period of 9 months. The probationary period may also be extended to facilitate statutory leave.

Salary: The current salary scale for this post is € 35,070 – €42,440 pro-rata per annum and for part time hours.

Hours: Full-time, Part-time and Variable hours over a 7 day roster. The successful candidate will be required to work day shifts, night shifts, sleepovers and weekends, (depending on the needs of each specific service).

Annual Leave: Annual leave entitlement is 30 days per annum pro-rata, and proportionately less for less than 12 months service. 10.7% of hours worked for variable hours contracts.

Pension: Enable Ireland operates a contributory pension scheme which all members of staff may join following their start date.

Medical: The successful candidate will be required to undergo a medical assessment.

**Garda Clearance/
Police Clearance**

These will be required for all prospective employees who will undertake relevant work or activities relating to children or vulnerable persons.

Sick Leave:

All periods of sickness exceeding two days must be medically certified. Weekly medical certificates are required thereafter. The Company reserves the right to have you examined by its own Doctor after 3 months continuous sick leave. Upon completion of 6 months continuous service with the Company sick pay will be as follows:

Full pay less social welfare for the first 13 weeks of sickness in any 12 month rolling period and half pay less social welfare for a further (13) weeks.

Redeployment:

In exceptional circumstances the organisation reserves the right to redeploy you to an alternative role that is suitable to your skills and experience.