



**Social Care Worker, Disabilities
HSE Dublin and South East
Job Specification & Terms and Conditions**

Job title, grade code	Social Care Worker, Disabilities/ Oibrí Cúraim Shóisialta, Seirbhísí - Míchumas (Grade Code: 3029)
Remuneration	The salary scale for the post is 01/06/2026: €41,260 €42,832 €44,769 €46,186 €47,618 €49,058 €50,520 €52,015 €53,528 €55,098 €56,717 LSIs New appointees to any grade start at the minimum point of the scale. Incremental credit will be applied for recognised relevant service in Ireland and abroad (Department of Health Circular 2/2011). Incremental credit is normally granted on appointment, in respect of previous experience in the Civil Service, Local Authorities, Health Service and other Public Service Bodies and Statutory Agencies.
Campaign reference	DSE982026
Closing date	Tuesday, 27th October 2026, no later than 12noon. *We recommend that candidates submit their application a minimum of 1 hour before the closing date and time to ensure their application form has been uploaded successfully to Rezoomo. Applications will not be accepted after this date and time, no exceptions will be made*
Proposed interview date (s)	Candidates will normally be given at least two weeks' notice of interview. The timescale may be reduced in exceptional circumstances.
Taking up appointment	A start date will be indicated at job offer stage.
Location of post	HSE Dublin & South East/ Baile Átha Cliath & Oirdheisceart South Dublin, Wicklow, Carlow, Kilkenny, South Tipperary, Waterford and Wexford There are currently permanent whole time vacancies available in the HSE Dublin & South Region. A panel may be formed as a result of this campaign for Social Care Worker, Disabilities HSE Dublin & South East from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled. All applicants will be given the opportunity, at the time of application, to indicate an IHA preference area. • HSE Carlow Kilkenny and Tipperary South • HSE Waterford Wexford • HSE Dublin South and Wicklow Candidates successful at interview will be placed on the regional panel in order of merit. Where vacancies arise, posts will be expressed to the panel as follows: 1. IHA Preference Area Vacancies will initially be expressed to candidates who have selected the IHA preference area in which the vacancy arises, in order of merit. 2. Regional Panel Where a vacancy remains unfilled, an expression of interest will then be issued to the full regional panel, in order of merit, regardless of IHA preference.

Informal enquiries	We welcome enquiries about the role. Contact: WRIDS: Ms Brigid Murphy Area Director of Nursing Email: Brigid.Murphy1@hse.ie Tel: 053 9233419 Contact: KITE Manager: Yinka Beehan Email: Yinka.beehan@hse.ie Tel: 0871835502 Contact: Damian House: Charlie Thompson, Regional Social Care Manager Email: Charlie.Thompson@hse.ie Tel: 087 9666084 For enquiries relating to the recruitment process, please contact: Rachel Clancy, Campaign Lead Email: Rachel.Clancy@hse.ie
Reasonable Accommodations	Candidates who require a Reasonable Accommodation/s to support their participation, at any stage, in the recruitment and selection process, should email Tiegán Barnaville, Campaign Lead Rachel.Clancy@hse.ie
Details of service	Wexford Residential Intellectual Disability Service (WRIDS) has ten designated residential centres and two day service centres in the Wexford area. Designated Centres provide full time residential services in County Wexford for adults with severe & profound levels of Intellectual Disability, complex medical needs and behaviours of concern. The Day Service (Millbrook Day Service & Pathways) provide a Monday to Friday service to adults living in the community. The Organisational structure consists of an Area Director of Nursing, Assistant Director of Nursing and Clinical Nurse Manager 3. Each designated residential centre is managed by a Clinical Nurse Manager 2/Person in Charge who may have a Clinical Nurse Manager 1 to assist them in their role. This is dependent on the number of residents supported in each centre. The Day Services are managed by a Clinical Nurse Manager 2. The staffing team in Residential and Day Service centres may consist of Staff Nurses, Social Care Workers and Multi Task Attendants. The service has two full time Advanced Nurse Practitioners practicing in the areas of: • Advanced Nurse Practitioner- Intellectual Disability (Adult) Chronic Health Conditions. • Advance Nurse Practitioner - Intellectual Disability (Adult) Positive Behaviour Support. South Side Intellectual Disability Services (SSIDS) Adult Residential & Respite Services and Adult Disability Services, Dublin South Wicklow and Kildare The Organisational Structure for residential services consists of a General Manager, Director of Nursing, Assistant Director of Nursing, Clinical Nurse Managers 3 responsible for a designated centre, CNM 2, CNM 1, Staff Nurse Care Assistant ID, health care assistants, social care manager social care leader, social care workers supported by relevant multidisciplinary professionals across the Service. The service caters for adults with varying levels of ability and additional needs including dual diagnosis, positive behaviour support and age-related health issues.

	The service is nurse led, with both nursing and support staff on the team and with access to multi-disciplinary supports at primary care level and from within the wider South Side Intellectual Disability Services. The focus of the service is to enable people with disabilities to achieve their full potential, living ordinary lives in ordinary places, as independently as possible while ensuring that the voices of service users and their families are heard, and that they are fully involved in planning and improving services to meet their needs. Damien House regional services comprise of four designated centres covering Kilkenny and South Tipperary locations. We support Adult residents who present with Moderate, Severe or Profound levels of intellectual disability and varying needs of support. The model of care used is the Biopsychosocial model which is lead by a Regional Social Care Manager and Director of Nursing. The team consists of Social Care Leaders, CNM2, Social Care Workers, CNM1, Staff Nurse, Care Assistant ID. With CNS and Psychology. The focus of the service is to provide a person centred level of care in community residential homes and day services. Each home is directly managed by Social Care Leader/PIC or CNM2/PIC. KITE offers a comprehensive range of day, resource, and outreach services for adults diagnosed with autism spectrum disorder (ASD). Our organization is committed to delivering high-quality, person-centered education, training, and support to individuals aged 18 to 65, helping them achieve their personal goals. Deliver a quality service ensuring professional standards are maintained in accordance with professional, national and local requirements.
Reporting relationship	The post holder will report to the Social Care Leader/Staff Nurse/CNM1/CNM2/CNM3
Key working relationships	The Social Care Worker will engage with service users, family members, colleagues, management and wider members of the MDT.
Purpose of the post	- To deliver a person-centred approach in empowering and supporting our service users to make informed choices about how they wish to live their lives now and in the future. - To provide educational & support programmes as required by service users and outlined in their person-centred plan. - To provide a key worker support system to all service users. - To work collaboratively as part of the residential and respite team to provide holistic and therapeutic supports on a twenty-four hour basis. - Deliver personal care when required and in line with the persons individualised support/care plan - To work as part of a multi-disciplinary team, representing the voice of the resident
Principal duties and responsibilities	<i>The Social Care Worker will:</i> <u>Professional</u> - Deliver a quality service ensuring professional standards are maintained in accordance with professional, national and local requirements. - Work within current legislation and policies, procedures, guidelines and protocols as laid down by the employer. - Treat service users and their families with dignity and respect, promoting a culture of unconditional positive regard at all times. - Contribute to the promotion, creation and maintenance of a welcoming, safe, caring, stable and therapeutic environment. - Contribute to the planning, implementation and evaluation care plans, placement plans and treatment programmes as part of a multi-disciplinary team, ensuring the written and verbal reporting of general and individual treatment programmes. - Work constructively and in a positive manner within the team to deliver services which are safe, progressive, individualised and meet the needs of those using the service. - Recognise service users as expert through experience, promoting their participation in care planning, placement planning, decision-making and service delivery. - Ensure that the primary care needs of the service user are met e.g., support the service user to ensure high quality well balanced meals are consumed.

- Undertake various aspects of home management including the household budget, upkeep, cleaning, hygiene etc.
- Support the service user in the organisation of personal documents, information and finance.
- Participate in meetings in relation to the care and development of the service user.
- Work in partnership with the parent, family, and other agencies on behalf of the service user.
- Promote the rights and responsibilities of each service user within the centre.
- Promote physical, emotional, social, cultural, ethnic and spiritual welfare of each service user in care.
- Support service users to attend and partake in their spiritual/religious customs, doctrines and cultural events.
- Encourage attendance at training centres, medical and clinical appointments.
- Accompany clients / residents and drive HSE owned vehicles to accommodate social and community activities.
- Ensure that the care of the service user both on and off site is risk assessed and compliant.
- Supervise service users on outings from the centre.
- Actively participate in crisis management including physical intervention in line with local / national policy and procedure (currently Therapeutic Crisis Intervention).
- Provide verbal and written feedback on the progress of the service user as required.
- Assist with transfer / referral to other services where appropriate.
- Work as a keyworker for the service user as required.
- Remain calm and manage self when faced with volatile and potentially violent situations.
- Ensure that the service users are not subject to any forms of abuse and, in particular, ensure that they are not subject to bullying or the threat of bullying.
- Be available, as appropriate, to relatives or people of significance to service user, to offer information, support and guidance.

Education, Training & Professional Development

- Participate in regular professional supervision.
- Engage in reflective and evidence-based practice.
- Participate in ongoing professional training and development.
- Provide guidance and education for work experience students.
- Keep abreast of legislation and professional social care knowledge.
- Engage in the HSE performance achievement process in conjunction with your Line Manager and staff as appropriate.

Risk, Health & Safety

- Comply with and contribute to the development of policies, procedures, guidelines and safe professional practice and adhere to relevant legislation, regulations and standards.
- Document appropriately and report any near misses, hazards, accidents or significant events and bring them to the attention of designated individual(s) in line with best practice.
- Be responsible for own health and wellbeing in order to carry out the duties of the role / is committed to managing own work / life balance.
- Work in a safe manner with due care and attention to the safety of self and others.
- Be aware of risk management issues. Adequately identifies, assesses, manages and monitors risk within their area of responsibility.
- Promote a culture that values diversity and respect.
- Be familiar with emergency procedures and know who to contact in an emergency.
- Have a working knowledge of the Health Act 2007 (Care and support of residents in designated centres for persons (Children and Adults with Disabilities) Regulations 2013 S.I. No 367 of 2013.
- Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene

	Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role. • Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service. <u>Administrative</u> • Contribute to the ongoing development of the service in keeping with good practice and HSE objectives. • Assist in the administration and day to day operation of the service. • Participate in team meetings and report to the Social Care Leader / Manager on matters affecting the delivery of service. • Effectively plan and manage resources, within budget. Be accountable for any money spent on behalf of the HSE during the course of duty. • Maintain a high standard of documentation, including service user files in accordance with local guidelines, the principles of confidentiality, the Freedom of Information (FOI) and GDPR Acts. • Contribute to the development and implementation of information sharing protocols and audit systems. • Co-operate with external monitoring and statutory inspections and implement their recommendations. • Deputise for Social Care Team Leader/ management as and when required if applicable. • Assist in ensuring that the service makes the most efficient and effective use of developments in IT. • Keep up to date with organisational developments within the Irish Health Service. The above Job Specification 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 them from time to time and to contribute to the development of the post while in office.
Eligibility criteria Qualifications and/ or experience	Candidates must have at the latest date of application: 1. Statutory Registration, Professional Qualifications, Experience, etc. (a) Eligible applicants will be those who on the closing date for the competition: (i) Hold professional registration, or be eligible for registration, on the Social Care Workers Register maintained by the Social Care Workers Registration Board at CORU. See list of recognised Social Care qualifications at: https://coru.ie/health-and-social-care-professionals/education/approved-qualifications/social-care-workers/ (see note 2 below*). OR (ii) Have a schedule 3 qualification. See list of recognised Schedule 3 qualifications at: https://coru.ie/health-and-social-care-professionals/registration/registration-requirements/approved-qualifications/schedule-3-qualifications/schedule-3-qualifications.html (see note 1& 2 below*). OR (iii) Have a comparable qualification recognised by Social Care Workers Registration Board at CORU. OR (iv) Applicants who satisfy the conditions set out in Section 91 of the Health and Social Care Professionals Act 2005, (see note 3 below*), must submit proof of application for registration with the Social Care Workers Registration Board at CORU. The acceptable proof is correspondence from the Social Care Workers Registration Board at CORU confirming their application for registration as a Section 91 applicant was received by the 30th November 2025. OR

	(v) Provide proof of Statutory Registration on the Social Care Workers Register maintained by the Social Care Workers Registration Board at CORU before a contract of employment can be issued. AND (b) Candidates must possess the requisite knowledge and ability, including a high standard of suitability, for the proper discharge of the role. 2. Annual Registration (i) On appointment practitioners must maintain annual registration on the Social Care Workers Register maintained by the Social Care Workers Registration Board at CORU. AND (ii) Practitioners must confirm annual registration with CORU to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC). Note 1* Schedule 3 Qualifications. This is a qualification listed in Schedule 3 of the Health and Social Care Professions Act 2005 for existing practitioners under Section 91. Candidates who hold Schedule 3 qualifications can apply to register with CORU during the two year period after the register opens up to the 30th November 2025. Once the transitional period is over - 30th November 2025, only qualifications approved by the Registration Board will be considered. Note 2* If your qualifications are not listed within criterion (i) and (ii) please contact CORU socialcare.workers@coru.ie Note 3* Under the Health and Social Care Professionals Act 2005 candidates are considered Section 91 applicants if they qualified before 30th November 2023 and have been engaged in the practice of the profession in the Republic of Ireland for a minimum of 2 years (or an aggregate of 2 years fulltime), during the 5 year period prior to the Register opened on 30th November 2023.
Post specific requirements	Demonstrate the depth and breadth of your experience of working with people with an intellectual disability as relevant to the role.
Other requirements specific to the post	• A full Drivers Licence (Category B) manual drive, as the post will involve driving HSE service vehicles to support service users attend appointments, activities and all aspects of community living. • Have a flexible approach to work and work locations.
Additional eligibility requirements:	Citizenship requirements Eligible candidates must be: (i) EEA, Swiss, or British citizens OR (ii) Non-European Economic Area citizens with permission to reside and work in the State Read Appendix 2 of the Additional Campaign Information for further information on accepted Stamps for Non-EEA citizens resident in the State, including those with refugee status. To qualify candidates must be eligible by the closing date of the campaign.
Skills, competencies and/or knowledge	<i>The candidate must demonstrate:</i>

	Professional Knowledge & Experience (<i>including evaluating information and judging situations</i>) • Demonstrates a high level of professional knowledge to carry out the duties and responsibilities of the role. • Demonstrates the knowledge and ability required to provide safe, efficient and effective service in the area of practice. • Demonstrates knowledge of the various theoretical models and approaches that apply in current practice. • Demonstrates knowledge of a range of appropriate interventions relevant to the service user group and an ability to apply knowledge to best practice. • Demonstrates an ability to consistently deliver a high quality service according to standards of best practice. • Integrates professional judgement with the application of models of practice. • The ability to evaluate information and make effective decisions in a timely manner. • Thinks ahead to the consequences of decisions, and considers precedence to ensure consistency. • Demonstrate evidence of computer skills including use of Microsoft Word, Excel, email systems and the use of the internet as a research tool and a willingness to develop IT skills relevant to the role. Planning and Managing Resources • Demonstrate evidence of effective planning and organising skills including awareness of resource management and importance of value for money. • The ability to manage self in a busy working environment including the ability to prioritise workloads. • Demonstrate ability to manage deadlines and effectively handle multiple tasks. Team Skills • Demonstrate an ability to work on own initiative as well as part of a wider team. • Demonstrate the ability to create networks and establish partnerships and linkages with other community workers and organisations. • Demonstrates the ability to both give direction / feedback, and take direction / feedback, from others. • Demonstrate flexibility and openness to change and supports others in a changing environment. Commitment to providing a Quality Service. • Demonstrate initiative and innovation, identifying areas for improvement. • A commitment to assuring high standards and strive for a user centred service. • Demonstrate ability to advocate effectively for the rights, decisions and needs of service users and promote service user access to resources, supports and services. • Demonstrate a commitment to continuing professional development. Communications & Interpersonal Skills: • Empathises with and treats clients, relatives and colleagues with dignity and respect. • Demonstrate effective communications and interpersonal skills including the ability to resolve conflict and empower people with sometimes quite divergent points of view. • Tailors communication to meet the needs of the service user. Presents information in a clear and concise manner.
Campaign specific selection process Ranking/shortlisting / interview	A ranking and or shortlisting exercise may be carried out based on information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore, it is very important that you think about your experience in light of those requirements. Failure to include information regarding these requirements may result in you not progressing to the next stage of the selection process.

	Those successful at the ranking stage of this process, where applied, will be placed on an order of merit and will be called to interview in 'bands' depending on the service needs of the organisation.
Diversity, equality and inclusion	The HSE is an equal opportunities employer. Employees of the HSE bring a range of skills, talents, diverse thinking and experience to the organisation. The HSE believes passionately that employing a diverse workforce is central to its success – we aim to develop the workforce of the HSE so that it reflects the diversity of HSE service users and to strengthen it through accommodating and valuing different perspectives. Ultimately this will result in improved service user and employee experience. The HSE is committed to creating a positive working environment whereby all employees inclusive of age, civil status, disability, ethnicity and race, family status, gender, membership of the Traveller community, religion and sexual orientation are respected, valued and can reach their full potential. The HSE aims to achieve this through development of an organisational culture where injustice, bias and discrimination are not tolerated. The HSE welcomes people with diverse backgrounds and offers a range of supports and resources to staff, such as those who require a reasonable accommodation at work because of a disability or long-term health condition. Read more about the HSE's commitment to Diversity, Equality and Inclusion
Code of practice	The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The CPSA is responsible for establishing the principles to be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards to be adhered to at each stage of the selection process and sets out the review and appeal mechanisms open to candidates should they be unhappy with a selection process. Read the CPSA Code of Practice.
The reform programme outlined for the health services may impact on this role, and as structures change the job specification may be reviewed. This job specification is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned.	



**Social Care Worker, Disabilities
HSE Dublin and South East
Terms and conditions of employment**

Tenure	The current vacancy available is permanent/temporary and whole time/part-time. The post is pensionable. A panel may be created from which permanent and specified purpose vacancies of full or part time duration may be filled. The tenure of these posts will be indicated at “expression of interest” stage. Appointment as an employee of the Health Service Executive is governed by the Health Act 2004, the Public Service Management (Recruitment and Appointments) Act 2004, and Public Service Management (Recruitment and Appointments) Amendment Act 2013.
Working week	The standard weekly working hours of attendance for your grade are 39 hours per week. Your normal weekly working hours are 39 hours. Contracted hours that are less than the standard weekly working hours for your grade will be paid pro rata to the full time equivalent.
Annual leave	The annual leave associated with the post will be confirmed at Contracting stage.
Superannuation	This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004
Age	The Public Service Superannuation (Age of Retirement) Act, 2018* set 70 years as the compulsory retirement age for public servants. * Public Servants not affected by this legislation: Public servants joining the public service or re-joining the public service with a 26-week break in service, between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age. Public servants, joining the public service or re-joining the public service after a 26 week break, after 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70.
Probation	Every appointment of a person who is not already a permanent officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71.
Protection of children guidance and legislation	The welfare and protection of children is the responsibility of all HSE staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies. Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons. In the HSE, all Mandated Persons under the Children First Act 2015 are appointed as Designated Officers under the Protections for Persons Reporting Child Abuse Act 1998. You should check Schedule 2 of the Children First Act 2015 to see if you are a Mandated Person, and therefore a HSE Designated Officer, and be familiar with the related roles and legal responsibilities. Visit HSE Children First for further information, guidance and resources.

Infection control	Have a working knowledge of Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role.
Health & safety	It is the responsibility of line managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line managers are named and roles and responsibilities detailed in the relevant Site Specific Safety Statement (SSSS). Key responsibilities include: • Developing a SSSS for the department/service¹, as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work. • Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems Of Work (SOW) that are planned, organised, performed, maintained, and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection. • Consulting and communicating with staff and safety representatives on OSH matters. • Ensuring a training need assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee. • Ensuring that all incidents occurring within the relevant department/service are managed appropriately and investigated in accordance with HSE procedures². • Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate. • Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example. Note: Detailed roles and responsibilities of Line Managers are outlined in local SSSS.