**JOB DESCRIPTION**

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| **Job:** | Behavioural Specialist. |
| **Location:** | Children's Services, |
| **Base:** | Children's Disability Network Team 7 based in Tymon Tallaght |
| **Contract Hours:** | Full Time Post, 37.5 hours per week. |
| **Contract Type:** | Permanent Post. |
| **Reporting to:** | Children's Disability Network Manager, or delegated manager. |

**Overall Purpose of the Post:**

The post holder will work as a member of the interdisciplinary team providing services to children aged 0 -18 years and families within the region. The post holder will be responsible for the provision of a Positive Behaviour Support service to include assessment and intervention and ongoing service delivery to children with a range of disabilities. The post holder will be required to work across a variety of settings including the clinic, schools, preschools and special schools, children's homes and community settings.

**Duties:**

**1. Planning and Organising of Activities and Resources**

- Plans and organises activities and necessary resources efficiently and effectively.
- Understands the importance of time management for themselves and in particular how this translates to organising their assigned caseload.
- Demonstrates the ability to arrange and schedule activities.
- Deals with unexpected scenarios with persistence and flexibility to ensure the achievement of goals.
- Maintains a disciplined and professional level of performance under sustained or situational pressure.

**2. Professional Development and Standards in the Service**

- To promote and deliver supports within the ethos and philosophy of Enable Ireland and within the principles of Progressing Disability Services for Children and Young People. This includes working as a member of an interdisciplinary team providing family centred services in line with agreed national and legislative policies.
- Demonstrates sufficient clinical skills in assessment, intervention and diagnostics to meet the specific needs of the relevant caseload.
- Is adequately aware of policy, legislative and professional requirements to ensure appropriate standards in their area of responsibility.
- Contribute to the ongoing development and implementation of Enable Ireland quality assurance initiatives.
- Ensure that service user's records, progress reports and staff records are kept up to date in line with agreed Children's Disability Network Team policy.

- Ensures strict compliance with health and safety standards and adheres to operational guidelines ensuring equipment is checked and working correctly in accordance with safety standards.
- Works within professional body guidelines.

### 3. Judgement and Evaluation

- Holds an appropriate and effective set of professional values and beliefs and behaves in line with professional standards as set down by Enable Ireland and relevant professional bodies.
- Makes decisions in a well-judged and timely manner bringing all relevant information to bear.
- Uses logical analysis to break complex problems into their component parts.
- Promotes and consistently supports the demonstration and development of evidence based service delivery.

### 4. Service Delivery and Initiative

- Has the functional and technical knowledge and skills to make a credible contribution to the service.
- Collaborates with the service user while working in partnership with the service user's parent/family/carer and all other relevant stakeholders to identify and achieve goals.
- Strives to achieve quality results at all levels of the service in line with the European Foundation for Quality Management (EFQM) as set by Enable Ireland.
- Takes initiatives to move the service forward and shows a willingness to try out new ideas under supervision that add service delivery value.
- Is committed to achieving evidence based goals and the continuous improvement of the service.
- Shows enthusiasm and a high level of motivation in completing projects.

### 5. Building and Maintaining Working Relationships

- Forms strong positive working relationships across all areas of the service, builds on a common understanding.
- Demonstrates a supportive and reciprocating work style including strong empathy with service users.
- Communicates effectively with parents of children attending the service so as to provide a children and family-centred service.
- Works appropriately with all stakeholders.

### 6. Team Working

- Attends and participate in relevant meetings including Individual Family Support Planning and case conference meetings and chair these meetings as required.
- Works in collaboration with the other members of the interdisciplinary team in the planning and delivery of services for children, including the development and implementation of the Individual Family Support Plan.
- Participate in training and developmental opportunities as identified and agreed.
- Support and contribute to research initiatives as required.

- Understands the concept of interdisciplinary team working and complexity of working in teams.

GDPR compliance, 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:**

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| **Responsible to**: | Children's Disability Network Manager, or designated manager. |
| **Probation:** | A probationary period of 6 months applies, wherein three probationary meetings will take place to review your performance and suitability for appointment. The probationary period may be extended or terminated for any reason at Enable Ireland's discretion. The probationary period may also be extended to facilitate statutory leave. |
| **Salary:** | The current salary scale for this post is €59,410-€70,645 pro rata per annum. |
| **Annual leave:** | Annual leave entitlement is 34 days pro rata per annum and proportionately less for less than 12 months service. |
| **Pension Scheme:** | Enable Ireland operates a contributory pension scheme which all employees may join following 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 Pay**: **(If applicable)** | 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:<br>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 of sickness absence in the same 12 month rolling period. Previous service tenure on a CDNT, which was managed by Enable Ireland as Lead Agency, and/or inwards secondment to Enable Ireland, qualifies for eligibility of Enable Ireland's sick pay benefits as outlined in the Enable Ireland Sick Leave Policy. |
| **Redeployment** | In exceptional circumstances the organisation reserves the right to redeploy you to an alternative role that is suitable to your skills and experience. |