Mater Misericordiae University Hospital Dublin



Job Description & Person Specification

Senior Medical Social Worker
Care of the Older Person

Job Title / Grade: Senior Medical Social Worker

Department / Division: Medical Social Work

Directorate: Health and Social Care Professionals

Location: Social Work Dept

Reporting Relationship: Head Medical Social Worker

Responsible to: HMSW

Effective Date: March 2026
Review Date: March 2028

JOB DESCRIPTION

Job Purpose:

The Senior MSW is responsible for the provision of emotional and practical support to patients under the care of the Medicine for the Older Persons Service in the Mater Misericordiae Hospital and to actively participate in the management of the Department by taking on specific responsibilities as agreed with Department Head.

KEY RESPONSIBILITIES

1. **To provide counselling, information and support as appropriate to hospital patients within Older Persons services. The post will be based in the Post Acute Care service but this may be subject to change**

2. **To conduct a review of social work service provision in Post Acute Care with regards to workforce planning, service improvement and audit/research**

3. **To provide case management support for complex discharge planning.**

4. **To conduct risk assessments as may be required, based on legislation, policy and ethical decision making frameworks.**

5. **To contribute to the development of policy, protocols and referral/integrated care pathways.**

6. **To assist with practical problems such as homelessness, welfare problems, etc, referring to the appropriate agencies and advocating on behalf of client as needed.**

7. **To assess a client's support system in order to ensure that, upon discharge, clients have an appropriate level of support for their needs in their families and community.**

8. **To ensure the necessary liaison and co-operation with medical, nursing and other disciplines in the hospital and in consultation with them, to arrange for case conferences in appropriate case.**

9. **To co-operate with community, other hospital services and other statutory bodies (housing, justice, etc) and appropriate voluntary bodies, agencies and individuals so that the current and after-care of patients is best catered for.**

10. **Keep accurate records of all social work interventions, including statistical data in relation to client work.**

11. **Provide cross-cover and leadership within the allocated Service Team.**

12. **To carry out responsibilities of Senior Medical Social Worker within the Social Work Department as agreed with the Head Medical Social Worker, including providing professional clinical supervision for main grade social work staff and peer supervision for senior medical social workers.**

13. **To co-operate with University College Dublin, or other recognised training bodies in the supervision and direction of graduates and/or other recognised training bodies in the supervision and direction of graduates and/or undergraduate students of Social Science, assigned to the Hospital with the agreement of the Chief Executive Officer.**

14. **To provide education as required in medical social work for other health professionals, e.g. student nurses, student physiotherapists, medical students and postgraduates.**

15. **To assist the Head Medical Social Worker with team development, the ongoing review and future development of the Medical Social Work Team and service in light of developments within the hospital and within the field of social work.**

16. **To carry out any other duties appropriate to the office that may be assigned.**

CORE COMPETENCY

The post holder will be required to meet and develop the core competencies for Medical Social Workers as outlined in the National HMSW Forum Document (Dec 2013). These competencies will form part of the supervision process within the department and the post holder will be expected to provide evidence of competency and learning needs.

General Responsibilities and Accountabilities

1. Confidentiality
   You will be aware of the confidential nature of Hospital work and in particular, the right of patients to confidentiality.
2. Policies & Procedures
   You are required to familiarise yourself with and adhere to all policy and procedural documents relevant to your position.
3. Hygiene Standards
   The highest standard of hygiene must be maintained in the Hospital at all times and all staff members are responsible for ensuring compliance with the Hospitals requirements and standards with regard to hygiene. It is the responsibility of all staff to have a fundamental understanding of their individual responsibility in maintaining departmental & site hygiene standards.
4. Health and Safety
   Ensure that effective safety procedures are in place to comply not only with the Safety, Health and Welfare at Work Act 2005 but also within the spirit of the Hospital's mission, vision and values, and they are known and followed by staff. You are required to familiarise yourself with the requirements of employees under the Safety, Health and Welfare at Work Act 2005 and to promote a work environment that is compliant with the Safety, Health and Welfare at Work Act 2005. Each staff member is individually responsible for ensuring that the Hospital remains a safe place to work.
5. Information Technology
   Ensure the most effective and efficient use of developments in information technology for administrative support in a manner, which integrates well with systems throughout the organisation.
6. Business Continuity Management
   Business Continuity Management (BCM) is a holistic management process that identifies potential impacts that threaten an organisation and provides a framework for building resilience and the capability for an effective response that safeguards the interests of its key stakeholders and reputation" (BS 25999) All Staff employed in the Mater Misericordiae University Hospital are obliged to:
   - make themselves familiar with the Organisational Business Continuity Plan
   - attend BCM education sessions provided for them
   - make themselves familiar with their individual roles as set out in their departmental business continuity plan if applicable and or the Organisational business continuity plan

Note:
These duties and responsibilities are reflection of the present service requirements and may be subject to review and amendment to meet the changing needs of the Hospital. The incumbent Senior Medical Social Worker will be required to maintain, enhance and develop their professional knowledge, skills and aptitudes necessary to respond to a changing climate.

PERSON SPECIFICATION

Job Title/Grade	SENIOR MEDICAL SOCIAL WORKER – OLDER PERSONS SERVICES
Department	MEDICAL SOCIAL WORK
Location	MMUH
Date	March 2026

Requirements	**Essential**	**Desirable**
Qualifications	Professional qualification or NQSW CORU registered Third level qualification	Masters degree
Experience	Minimum of 3 years post qualification experience Experience providing professional supervision Experience working in a multi/interdisciplinary framework in a healthcare setting	Acute hospital experience working with adults
Professional Knowledge	• Knowledge of relevant healthcare standards • Knowledge of relevant legislation and policies • Knowledge of theoretical models, approaches and interventions applicable in current practice	Knowledge of the processes and experience working with cases impacted by the Assisted Decision Making Capacity Act 2015
Core competencies	• Ability to develop positive working relationships both internally and externally • Actively promotes multi-interdisciplinary team working • Planning and organisational skills • Demonstrate effective leadership and team skills • Ability to motivate and empower staff • Demonstrate effective supervision skills • Complex Case management skills • Excellent communication, networking and influencing skills • Strong judgement and decision making abilities • Complex discharge planning experience • Demonstrate a clear understanding of risk assessment	Knowledge and familiarity with the Irish health system Knowledge and experience of working with older persons Experience of providing professional supervision Knowledge and experience conducting risk assessments in

		relation to Adult Safeguarding
Organisational Knowledge	• Knowledge of performance management systems / key performance indicators • Knowledge of change management and organisational development processes • Ability to accept accountability for standards of performance in area of responsibility • Demonstrate innovation and initiative in identifying areas for service improvement	Experience of introducing quality improvement initiative
Special Aptitudes	• Excellent writing skills, computer skills and language skills • Excellent presentation skills	Experience presenting at conferences