

**Social Care Worker – FT and PT Panel  
 Job Specification & Terms and Conditions**

<b>Job Title and Grade</b>	Social Care Worker – Full time and part time panel
<b>Closing Date</b>	29 <sup>th</sup> May 2024 at 3pm
<b>Campaign Name</b>	C06 SCW 2024
<b>Location of Post</b>	Oberstown Children Detention Campus
<b>Salary</b>	The salary for this post ranges from €34,840 to €68,999 per annum. This will be pro rata for part time positions.
<b>Working Hours</b>	39 hours gross per week, working hours will be between the hours of 08.00am -22.00pm. We are also taking applications for part time positions.
<b>Reporting Relationship</b>	The person appointed to the position of SCW will work with and be accountable to the Day/Night Unit Manager.
<b>Purpose of the Post</b>	The Social Care Worker’s primary purpose is to work directly with the young people on campus and their families, as well as internal and external professional and agencies, in the provision of services to support the care and development of the young person and their re-integration into the community.
<b>Principal Duties and Responsibilities</b>	<ul style="list-style-type: none"> <li>• To be directly involved in frontline care of children and young people, including those with behavioural difficulties, in a secure care setting.</li> <li>• To carryout duties in line with the Oberstown Children Detention Campus policies and procedures, in particular the Safeguarding and Children First policies.</li> <li>• Develop and maintain professional working relationships with colleagues, children and young people, and their families.</li> <li>• Work in partnership with colleagues and other professionals to meet the social, emotional, educational, health and mental health needs of the children and young people.</li> <li>• Develop, design and implement care placement programmes.</li> <li>• Acting as a key worker to specific children and young people.</li> <li>• Completing and maintaining administrative records relating to children and young people.</li> <li>• Promoting positive outcomes for children and young people in areas of staying safe, being healthy, enjoying and achieving making a positive contribution to their own wellbeing.</li> <li>• Providing a positive role model for the children and young people.</li> <li>• Working in accordance with the <i>Standards and Criteria for Children Detention Schools 2008</i> and co-operating with any inspection process.</li> <li>• Working in accordance with all campus wide policies and procedures, such as care, HR, health and safety, operating, etc.</li> <li>• Other duties commensurate with the level of responsibility that may be assigned from time to time.</li> </ul> <p><b>The above Job Description 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 him/her from time to time, and to contribute to the development of the post while in office.</b></p> <p><i>For any queries or more information on this role please contact the HR department at <a href="mailto:HR@oberstown.com">HR@oberstown.com</a> or call 01 852 6433.</i></p>

	<p><b>Confidentiality</b> In the course of your employment, you may have access to, or hear information concerning the medical or personal affairs of young people and/or staff, or other service business. Such records and information are strictly confidential and, unless acting on the instructions of an authorised officer, on no account must information concerning staff, young people or other service business be divulged or discussed except in the performance of normal duty. In addition, records must never be left in such a manner that unauthorised persons can obtain access to them and must be left in safe custody when no longer required.</p>
<p><b>Eligibility Criteria Qualifications and/or Experience</b></p>	<p><b>Applicants must by the closing date of application have the following:</b></p> <ul style="list-style-type: none"> <li>• A qualification at degree level on the National Framework of Qualifications in social care, social work, youth work, teaching, nursing, psychology (or other relevant discipline) – Essential</li> <li>• A minimum of 3 years’ experience in working directly with young people and / or vulnerable adults who present with challenging behaviour – Desirable</li> <li>• Evidence of ability to comply, including registration, with all relevant bodies regulating health and social care professionals, as in force at the closing date for applications or introduced at a later date (e.g. CORU under the Health and Social Care Professionals Act 2005);</li> <li>• Must possess appropriate ICT Skills, e.g. proficiency in Word, Excel, e-mail etc.</li> <li>• A knowledge and understanding of relevant legislation and policy in relation to the detention and care of young people.</li> </ul>
<p><b>Skills, competencies and/or knowledge</b></p>	<p><b>Candidates should possess the following skills and attributes:</b></p> <ul style="list-style-type: none"> <li>• The ability to work both independently and as part of a team.</li> <li>• A problem solving approach and attitude.</li> <li>• The ability to respond rapidly to situation.</li> <li>• Reliability and trustworthiness.</li> <li>• Empathy, compassion and maturity.</li> <li>• A flexible, creative and solution focused approach to working with young people.</li> <li>• A positive and optimistic attitude to working with young people at risk who present with challenging behaviours.</li> <li>• A commitment to continuous professional development.</li> </ul> <p><b>Health</b> A candidate must be fully competent and capable of undertaking the duties attached to the position and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service, which will include sporting and leisure activities as well as an ability to be fully involved in physical restraints where necessary (training will be provided).</p> <p><b>Character</b> Each candidate must be of good character.</p> <p><b>Age</b> Candidates should be aware that a maximum recruitment age will apply to this competition. Candidates must not yet be 67 years of age on the closing date and time for the competition.</p>

**Application and Selection Process**

**The Application and Selection Process**

**How to apply**

Applicants should send a CV, cover letter and a competency based application form to [hr@oberstown.com](mailto:hr@oberstown.com) by the 29<sup>th</sup> May 2024 at 3pm. **We are expecting interviews to take place on the week ending 9<sup>th</sup> June 2024.**

Only fully submitted applications will be accepted into the campaign. The admission of a person to the competition, or invitation to undertake any element of the selection process is not to be taken as implying that Oberstown is satisfied that such a person fulfils the essential requirements.

**Selection Methods**

Oberstown will run the selection process in accordance with best recruitment practices. The approach employed comprise of a series of assessments administered over a number of stages, which may include:

- Shortlisting of candidates on the basis of the information contained in their application.
- Competitive interview(s).
- Psychometric Assessment.

**Shortlisting**

In the event of a shortlisting exercise being employed, an expert board will examine the application forms and assess them against pre-determined criteria based on the requirements of the position. It is therefore in your own interest to provide a detailed and accurate account of your qualifications and experience on the application form.

**Other important information**

Oberstown will not be responsible for refunding any expenses incurred by candidates.

The admission of a person to a competition, or invitation to attend interview, or a successful result letter, is not to be taken as implying that Oberstown and/or employing authority is satisfied that such a person fulfils the requirements or is not disqualified by law from holding the position.

Prior to recommending any candidate for appointment to this position, Oberstown will make all such enquiries that are deemed necessary to determine the suitability of that candidate. Until all stages of the recruitment process have been fully completed a final determination cannot be made nor can it be deemed or inferred that such a determination has been made.

Should a person recommended for appointment decline, or having accepted it, relinquish it, Oberstown may at its discretion, select and recommend other persons for appointment on the results of this selection process.

Candidates should make themselves available on the date(s) specified by Oberstown.

Successful candidates may be placed on a panel from which future vacancies may be filled.

**Confidentiality**

Subject to the provisions of the Freedom of Information Acts 1997 and 2013, applications will be treated in strict confidence.

	<p>All enquiries, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those who are directly involved in the selection process.</p> <p>Certain items of information, not specific to any individual, are extracted from computer records for general statistical purposes.</p> <p><b>Deeming of candidature to be withdrawn</b> Candidates who do not attend for interview or other test when and where required by Oberstown, or who do not, when requested, furnish such evidence as Oberstown require in regard to any matter relevant to their candidature will have no further claim to consideration.</p> <p><b>Candidates' Obligations</b> A third party must not impersonate a candidate at any stage of the process. Any person who contravenes the above provisions or who assists another person in contravening the above provisions is guilty of an offence. A person who is found guilty of an offence is liable to a fine and /or imprisonment. In addition, where a person found guilty of an offence was or is a candidate at a recruitment process, then:</p> <ul style="list-style-type: none"> <li>• where s/he has not been appointed to a post, s/he will be disqualified as a candidate; and</li> <li>• Where s/he has been appointed subsequently to the recruitment process in question, s/he shall forfeit that appointment.</li> </ul>
<p><b>Other requirements of the role</b></p>	<p><b>Driving License</b></p> <p>Successful candidates will be required to hold a current full clean manual Driving Licence or be willing to work towards obtaining there full manual Driving Licence.</p>