



Job Description & Person Specification

Job Title

Support Worker

Salary

Dependent on experience and qualifications

Hours

Vacancies available:

Working hours: 9:30 am – 5:00 pm over 3 days

Contract: 3 Year Fixed Term Contract

Location

Children's Grief Centre
Mount St. Vincent
O'Connell Avenue
Limerick

Tel: 061 224 627 / 087 985 1733

The Children's Grief Centre Company Limited by Guarantee is a registered company.

CHY: 22832

RCN: 20205877

Reports To

CEO

Job Summary

Working as part of a growing team, you will provide support to children and young people who have experienced loss through bereavement or separation/divorce.

Core Responsibilities

- Foster a safe and welcoming atmosphere for children to express their feelings and emotions
 - Provide effective support to children, young people, and families in the Mid-West region affected by loss through death, separation, or divorce
 - Support children and young people on a one-to-one basis
 - Maintain open communication with families to address their specific needs and concerns
 - Positively promote the service to other agencies and funding providers
 - Produce and maintain relevant client and service statistics, as well as expenses and other organisational records as required
 - Provide relevant service reports as required
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Practice Responsibilities

- Be responsible for the provision of a support service for children, young people, and families
 - Engage flexibly with children and their carers to promote constructive working relationships
 - Ensure all safeguarding training is relevant and up to date
 - Liaise effectively with other agencies to promote and develop the service
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Organisational Responsibilities

- Positively engage with line management
 - Maintain open communication with colleagues and provide information in a timely and appropriate format
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Administration

- Maintain accurate and confidential records and provide statistical returns as required
- Maintain confidentiality for and with clients (both individual and organisational)

General Responsibilities

The post holder will be required to:

- Co-operate fully with the implementation of Health and Safety arrangements and standards
- Adhere to all Children's Grief Centre policies and codes of conduct
- Take responsibility for their professional development, including attending monthly client supervision provided by the Centre
- Engage in performance appraisal to maximise potential and meet the demands of the role

Person Specification

Personal Attributes

- Commitment to delivering a high-quality service to young people and their families
 - Empathy and compassion
 - Patience to allow a child time to open up and heal
 - Strong active listening skills, allowing children space to express their thoughts and emotions
 - Flexibility to adapt to different situations
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