

## Service Manager - Harm Reduction

<b>Job Title:</b>	Service Manager - Harm Reduction
<b>Reports to:</b>	Head of Client Services
<b>Location:</b>	11 Sean Mulvoy Centre, Sean Mulvoy Road, Galway, H91 EAY0
<b>Contract details:</b>	Permanent position, subject to 6-month probation period, 39 hours per week
<b>Salary Details:</b>	HSE Social Care Leader salary scale 2019, €46,773 - €54,648
<b>Job Purpose:</b>	To lead and develop the approach to harm prevention and reduction within Galway Simon Community. Oversee the development of the Community Detox Programme within Galway Simon. Ensure a systematic and effective approach to Harm Reduction and health improvement for clients within all of our services. Provide specialist training to staff and volunteers on a range of issues, that support both social care and clinical staff to ensure the application of harm reduction principles when developing care plans with clients who have multiple health care and support needs.
<b>Duties and Responsibilities:</b>	<ul style="list-style-type: none"> <li>▪ To Co-ordinate a Dynamic Multi-Disciplinary Team</li> <li>▪ To work across services providing specialist case management advice and support on effective approaches to managing drug and alcohol misuse issues, supporting clients to adopt safer practices.</li> <li>▪ To develop working relationships with GPs, to ensure strong channels of communication in order to maximise opportunities for our clients to receive holistic care and support particularly in relation to addiction.</li> <li>▪ To work with colleagues in order to develop and formulate research and evidence on the efficacy of harm reduction approaches within Homeless Services.</li> <li>▪ To develop and implement initiatives which assist clients to make safer choices with regard to their health and well-being.</li> <li>▪ To develop strategies which can be applied within services that reduce the risk of overdose, as well as the transmission of blood borne viruses.</li> <li>▪ To deliver training and support the development of skills and competencies within our teams to ensure best practice in harm reduction.</li> <li>▪ To co-develop and co-facilitate peer groups within GSC services to provide support and psychoeducation to clients, appropriate to their needs and strengths.</li> <li>▪ To work using a trauma informed, strengths-based approach/CRA/ MI.</li> <li>▪ To support service teams to manage problematic situations in a sensitive manner and within the framework of the organisation's policies and procedures.</li> <li>▪ To ensure that clients are consulted with and involved in the operation of the service to the greatest practical extent.</li> <li>▪ To maintain positive and mutually beneficial relationships with relevant external agencies.</li> </ul> <p><b><u>Administration</u></b></p> <ul style="list-style-type: none"> <li>▪ To maintain all recording systems as directed.</li> <li>▪ To ensure that all communication and administrative policies and procedures are followed.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ To prepare reports, statistics and other information as required.</li> </ul> <p><b><u>Training</u></b></p> <ul style="list-style-type: none"> <li>▪ To attend and participate in training courses as required.</li> <li>▪ To identify areas of future training need.</li> </ul> <p><b><u>General</u></b></p> <ul style="list-style-type: none"> <li>▪ To represent Galway Simon Community at meetings, conferences, seminars and other events.</li> <li>▪ To project a positive image of the Simon Community at all times.</li> <li>▪ To maintain confidentiality on all matters relating to staff, volunteers, clients, ex clients and general Galway Simon Community Business.</li> <li>▪ To be aware of and adhere to all Galway Simon Community Policies and Procedures currently in operation.</li> <li>▪ To facilitate effective team work and maintain good channels of communication.</li> <li>▪ To work in line with best practice and in accordance with the policies and procedures of Galway Simon Community.</li> <li>▪ To be accountable for your workload to the Head of Client Services.</li> <li>▪ All other duties as may be from time to time requested by management and which are consistent with your job and responsibilities</li> </ul> <p>This Job Description is intended to indicate the broad range of responsibilities and requirements of the position. It is neither exhaustive nor exclusive but while some variation can be expected in particular duties, as the position evolves, the outline is considered to provide a reasonable general description of the position.</p>
<b>Person specification:</b>	<p><b><u>Essential</u></b></p> <p><b>Education</b></p> <ul style="list-style-type: none"> <li>• A recognised third level qualification (minimum Level 7) in social care, mental health, nursing, psychology, addiction studies or a related field.</li> <li>• Train the Trainer QQI Level 6.</li> </ul> <p><b>Experience, Attributes, Skills, Abilities and Knowledge</b></p> <ul style="list-style-type: none"> <li>• A minimum of two years' experience of working with substance dependency, people experiencing poor mental health and/or other socially marginalised groups including homelessness.</li> <li>• Strong communicator who can impart skills and knowledge, with experience delivering training.</li> <li>• A thorough knowledge of and a commitment to working in the area of psychosocial support.</li> <li>• Knowledge and experience of working with people experiencing a Dual Diagnosis/ Co-occurring issues.</li> <li>• An in depth understanding of delivering services in Low Threshold Settings, that safely manage risks to clients and staff.</li> <li>• An ability to work from own initiative within a challenging, ever changing environment.</li> <li>• Strong interpersonal, leadership, teamwork and conflict resolution skills.</li> <li>• Excellent knowledge of relevant local services, especially in the areas of mental health and addiction.</li> </ul>

	<ul style="list-style-type: none"> <li>• Strong interpersonal and group facilitation skills.</li> <li>• An excellent ability to communicate verbally and in writing with a wide variety of people.</li> <li>• Competent I.T. skills</li> <li>• Full clean driving license and use of own vehicle.</li> </ul>
<p><b>To apply:</b></p>	<p>All applications must be submitted on the Galway Simon Community application form which is available through our website at <a href="http://www.galwaysimon.ie">www.galwaysimon.ie</a></p> <p>Applications must be submitted to <a href="mailto:jobs@galwaysimon.ie">jobs@galwaysimon.ie</a> by 5pm on the <b>closing date 28<sup>th</sup> August, 2022</b></p> <p>If you have any questions in relation to this position please contact the HR department via email <a href="mailto:jobs@galwaysimon.ie">jobs@galwaysimon.ie</a></p>
<p>Galway Simon Community is an equal opportunities employer and welcomes applications from all sections of the community.</p>	