

Job title:	Crèche Worker
Location:	Limerick, Coolmine Mid-West
Reports to:	Creche Team Leader
Job Type:	Permanent
Hours:	35 hours per week. Some out of hours work may be required.
Salary:	Competitive Salary
Purpose:	To provide a safe, happy, purposeful and nurturing environment for the children who are accessing our services
Contact Email:	Justinah.bello@coolminetc.ie

Coolmine is a leading drug and alcohol treatment centre providing community, day and residential services to men and women with problematic substance use and their families in Ireland established since 1973. Coolmine Therapeutic Community believes that everyone should have the opportunity to overcome addiction and lead a fulfilled and productive life.

We now have a vacancy for creche workers. The successful candidate will report to the Creche Team Leader to provide quality service to children and parents with best practice in the area of child care support.

Role Responsibilities: (Include, but not limited to)

- To engage with and build trusting relationships with all clients at a formal and informal level in order to develop a viable and productive therapeutic relationship, treating them with dignity and respect at all times in order to promote and motivate clients towards full recovery, while working within the IAAAC and Coolmine code of ethics as well as the overall values of Coolmine Therapeutic Community.
 - Create and maintain a safe, caring and stable environment for children in line with best practice. In line with agreed policies and procedures, to ensure that the rules governing safety and security are adhered to at all times
1. To work directly with the children in the facility and their families to ensure that their physical, emotional and intellectual needs are met.

2. To ensure the rights of the children are respected and that they are not subjected to any form of abuse.
3. To carry out thorough assessments with children, in order to put in place comprehensive care plans that address their needs while at the same time establishing a cohesive and team-based approach to the implementation and review system. Ensuring that all relevant documentation, filing, statistics, and paperwork are in line with the aims and standards of the project. To provide three-way support sessions for children, service users and members of the addiction team consulting with them and enabling them towards an improved parenting lifestyle.
4. To establish links with external agencies (particularly the agencies within Blanchardstown network) and build relationships with them to assist in informal networking, inter-agency referral, and information sharing. Participate actively in agreed formal networks representing the best interests of Coolmine and your particular project.
5. To work as part of a team with regular and consistent communication, participating actively at all team meetings and supporting the ethos, philosophy and methodology of the therapeutic community model; reporting to the Service Manager/Team Leader for individual support, supervision, performance appraisal, and client case review; and working within the parameters of the Coolmine HR policies and procedures.
6. To ensure that all aspects of building maintenance, repair, and therapeutic community standards are attended to, making recommendations to the Service Manager/Team Leader for building improvements, repairs, and refurbishment, in keeping with Health & Safety policy and procedures.
7. To ensure that all administrative duties are carried out in accordance with the required timelines and procedures in the area of time sheets, leave and absence records, rosters, and all other relevant paperwork.
8. To be actively engaged in continued personal development and training for the benefit of children, self, service users, management and organization, attending regularly at all clinical and line management supervision sessions and establishing strong links and liaison between these supervisory outlets. To extend support to team members by assisting in developing and delivering Programmes through team work
9. Such other appropriate and relevant tasks as may be required by the Services Manager/Line Manager.

Person Specification

Education

- Minimum of Leaving Certificate or equivalent.
- Childcare FETAC level 5 is essential

Experience

1. Two to three years experience working in a crèche.
2. Has experience and understands the importance and implications of working as part of a team.
3. Experience of case management/care planning implementation and process.

Knowledge & Skills

1. Has excellent communication and listening skills and can present information in a way that is not over simplistic or complicated, while communicating all relevant therapeutic community business to clients, colleagues and superiors.
2. Enjoys working with people, is approachable, and demonstrates warm and friendly mannerisms with congruence, while being clear and explicit about professional and personal boundaries.
3. Has a “can do” attitude and a positive solution focused approach to problem solving and conflict resolution.
4. Good oral and written skills with effective letter and report writing ability, maintaining accurate reports, files and paperwork.
5. Uses assertive behaviour, demonstrating dignity and respect for self and others at all times.
6. Has good awareness of self and others, grounded in the “here and now” with good anticipation and observational skills.
7. Role models exemplary behaviour and attitude – is honest, consistent, and responsible.
8. Works as part of a team supporting the objectives of the T.C., helping, supporting and encouraging clients and colleagues.
9. Is mindful of Coolmine’s values:
 - a. Dignity & Respect – ensure the dignity and respect of individuals by actively listening and holding a non-judgmental attitude.
 - b. Compassion – actively demonstrate compassion through responsible love, concern and understanding for each other.
 - c. Honesty, Consistency and Responsibility - this value is at the core of what we believe and is demonstrated by accountability and transparency in all areas of organisation.
 - d. Safety & Security – the implementation of policy and procedures to ensure the physical and psychological safety and security for all.
 - e. Committed to Quality - by reflecting on practice and committed to continuous improvement of standards.
10. Is open to appropriate challenges and confrontation from clients at the required time and place and is open to feedback and appraisal from colleagues and management.
11. Is not afraid or unwilling to take on the work or responsibilities that are expected from a client resident.

Application Process:

Interested candidates who meet the Person Specification requirements should send their CV & cover letter to Justinah Bello, HR Generalist at justinah.bello@coolminetc.ie.

The closing date for applications is **12noon on Friday 13th November, 2020.**

Coolmine Therapeutic Community is an equal opportunities employer.