



WINDMILL THERAPEUTIC TRAINING UNIT CLG. (Windmill)

Social Care Key Worker

Job Description/Person Specification

The Organisation

Windmill supports adults with intellectual disability. Our mission is to empower the people we support, by providing a service which enhances their lives through a responsive, proactive and collaborative approach to meeting their needs, wishes and choices.

Windmill is recruiting for the position of *Social Care Key Worker* (Key Worker) to work in Windmill's Day Service programmes.

The Position

Applications are invited from suitably qualified persons who wish to be considered for appointment to the above-mentioned position. The Key Worker will be committed to the provision of a quality human rights based social model of service provision and to the concept of working in partnership with people embracing the person-centred therapeutic relationship in the delivery of supports.

- **What the position involves**

The successful candidate will be required to support adults with intellectual disability who may have multiple complex needs, ensuring that all receive individualised quality supports, which are aimed at increasing the independence and autonomy of each person.

Providing support as a Key Worker for several Key People, taking responsibility for the coordination and facilitation of each Key Person's individual Personal Centred Planning process. Facilitate the effective running of Windmill programmes and working as part of a team to provide supports to all those who access Windmill.

The successful candidates will have the ability to operate independently with good initiative, and also have the ability to work effectively as a member of a team. As Key Worker, you and the team will provide care and support as required, within service locations and into community as appropriate to the individualised goals of each person. You and the team will support individuals' safety, security, emotional and physical well-being as appropriate whilst observing the rules of confidentiality.

Staff must carry out their duties with regard to Windmill's ethos and philosophy, Windmill's Policies & Procedures and National Policy & Procedures, National Legislation, Social Policy *New Directions* and its *Interim Standards*.

Windmill provides a Social and Human Rights-based model of practice. The Therapeutic, Person-Centred Relationship being the theory which underpins our work providing supports to people.

What the successful candidate must have:

- Bachelor of Arts in Applied Social Studies/Social Care (level 7/8)
- A proven track record in the delivery of Person-Centred services and supports
- A minimum of 1-year experience working with people who have an intellectual disability
- Excellent knowledge and understanding of relevant legislation
- Excellent knowledge of *New Directions and Interim Standards* and all other relevant legislation
- Excellent knowledge and understanding of National Policies relevant to the work including Safeguarding and Protection of Vulnerable Adults and Children First.
- Excellent communication and interpersonal skills
- Must be of good character
- Good health such as would indicate a reasonable prospect of ability to render regular and efficient service.
- A Full Clean Driver's License is preferable

As well as the essential criteria as outlined above, applicants must possess the following:

- Demonstrate flexible attitude to work which responds to the changing needs of service provision/supports
- Demonstrate a personal philosophy and approach to the work which is in line with the ethos and philosophy of Windmill
- Demonstrate ability to work within a wider continuum of service delivery/provision.
- Capacity to ensure the organisational policies and procedures that support the needs-led nature of the practice in Windmill
- Have the capacity to form good therapeutic relationships and support the self-advocacy of those who access the service.
- Good communication skills facilitating effective communication and acting as the main point of contact for Key people, their families / carers, circles of support and Windmill

Successful Applicants must

- Adhere to Windmill Policies and current best practice in working with people with disabilities
- Advocate on behalf of the person where appropriate
- Monitor and evaluate all programmes and activities in accordance with Windmill policy and best practice.
- Participate in all relevant training opportunities where appropriate
- Work as a member of a team and as a lone worker utilising excellent communication skills

- Contribute to the development, coordination, implementation and review of Person-Centred Planning
- Ensure that reports and records are maintained as appropriate in line with Windmill's procedures and systems whilst ensuring confidentiality and GDPR best practice
- Any other duties as assigned by Windmill management
- To have a high degree of understanding and commitment to the person and to positively promote and support independent living and community integration

Salary Scale

€36,320 - €52,324 per year

The successful candidates will only be appointed after successful completion of Garda vetting and reference checks.

The successful candidate will be required to provide satisfactory references, satisfactorily complete Garda Vetting/Overseas Policy Vetting.

If you believe you have the necessary enthusiasm, drive and commitment and have the skills required for this role, please send a completed Windmill Job Application Form and your CV to:

marieoconnor@windmilltherapeutic.com

or contact us at 053 91 22358 if you have any queries.

The closing date for completed applications is 09th June 2025

Joan MacDonald

Head of Windmill