

SOUTH TIPPERARY LOCAL AUTHORITIES

SOCIAL WORKER

QUALIFICATIONS

1. Character

Each candidate must be of good character.

2. Health

Each candidate must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

3. Education, training, experience, etc.

Candidates must, on the latest date for receipt of completed application forms, have:-

(i) (a) Certificate of Qualification in Social Work (C.Q.S.W.)

Or

(b) National Qualification in Social Work (N.Q.S.W.)

Or

(c) Letter of Accreditation issued by the National Social Work Qualifications Board

And

(ii) Satisfactory experience in social work as will enable him or her to discharge the duties of the office.

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PARTICULARS OF OFFICE

Superannuation

Employees will be admitted to the Superannuation Scheme in accordance with the terms of the Local Government Superannuation (Consolidation) Act, 1998 and Public Service Superannuation (Miscellaneous Provisions) Act, 2004.

Persons who become pensionable officers of a local authority who are liable to pay the Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e pensionable remuneration less twice the annual rate of social welfare old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children).

Persons who become pensionable officers of a local authority who are liable to pay the Class D rate of PRSI contribution will be required in respect of their superannuation to contribute to their local authority at the rate of 5% of their pensionable remuneration.

All persons who become pensionable officers of a local authority will be required in respect of the Local Government (Spouses and Childrens Contributory Pension) Scheme to contribute to the local authority at the rate of 1.5% of their pensionable remuneration in accordance with the terms of the scheme

Under the Public Service Superannuation (Miscellaneous Provisions) Act 2004, existing Local Authority employees (i.e. those who have entered the Local Authority service on or before 31st March 2004) retirement remains compulsory at 65 years of age.

The act introduces new superannuation and retirement provisions for 'new entrants' to the public service, which means that the minimum pension age is now 65 and there is no longer a compulsory retirement age, enabling staff to remain longer in work should they wish.

Probation:

When a person who is not already a permanent employee of a local authority is employed, the following provisions shall apply,

- (a) there shall be a period after such employment takes effect during which such person shall hold employment on probation;
- (b) such period shall be one year, but the Manager may at his/her discretion extend such period.
- (c) such person shall cease to hold employment at the end of his/her period of probation unless during such period the Manager has certified that the service of such person is satisfactory.

Health

For the purpose of satisfying the requirement as to health it will be necessary for successful candidates, before they are appointed, to undergo at their own expense a medical examination by a qualified medical practitioner to be nominated by the local authority. On taking up appointment the expense of the medical examination will be refunded to candidates.

Salary **€43,132 - €56,890 (LSI)**

Garda Vetting: The successful candidate will be subject to Garda Vetting prior to appointment.

Duties:

The duties of the office are as follows:

The duties will be such as may be assigned from time to time by the County Manager, or an employee designated by the County Manager, including such duties as may be required in relation to the area of any other Local Authority and may include the following:-

- ◇ Assist and advise the County Manager, or an employee designated by the County Manager, in the planning and provision of Social Work/Welfare and other services in the functional area of the South Tipperary Group of Local Authorities – South Tipperary County Council; Clonmel Borough Council; Carrick-on-Suir Town Council; Cashel Town Council; Tipperary Town Council.
- ◇ The organisation and management of the delivery of the Local Authority Social Work/Welfare and other services in the County and to work closely with other Departments and Agencies, where necessary.
- ◇ Perform professional Social Work duties/responsibilities, as required, in accordance with the requirements of professional social work practice.
- ◇ Assist the Director of Services, Housing and Emergency Services in his/her role in working with the County Council, Strategic Policy Committee, Local Traveller Accommodation Consultative Committee, Traveller Interagency Forum and other Committees.
- ◇ Assist and advise the Council and Committees in the preparation, formulation, implementation and review of policies, strategic plans (including the Housing Strategy, the Homelessness Action Plan and Traveller Accommodation Programme) and other programmes that may be

required to develop and deliver a quality Social Work/Welfare Service and related services in the County.

- ◇ Assessment of needs appropriate to the services being delivered in the area under his/her control.
- ◇ Be computer literate and capable of producing relevant progress reports as required.
- ◇ Performance of such other duties under the post as may be assigned from time to time.

GENERAL DUTIES IN RELATION TO HOUSING SUPPORT APPLICANTS, TENANTS/RESIDENTS, TRAVELLERS AND ASYLUM SEEKER/REFUGEES

- ◇ To advise and assist in relation to all matters associated with the provision and care of Local Authority Housing and in particular homelessness.
- ◇ To assist in the preparation and implementation of policies and plans to combat anti-social behaviour.
- ◇ Investigating and reporting on applications for Housing Support, in particular applications for homeless support.
- ◇ To actively develop and focus on how the needs of vulnerable tenants and those most at risk should be met in liaison with the Council's Community Liaison Officers.
- ◇ Participate as a member of the interagency Homeless Action Team (HAT), provide advice and recommendations as required for individual care plans and liaise with other relevant statutory agencies in relation to the implementation of same.
- ◇ Such general Social Work activities not necessarily connected with housing and such other duties as may be assigned to them by the local authority from time to time.

TRAVELLER SPECIFIC DUTIES

- ◇ To assist the South Tipperary group of Local Authorities in the design, planning and provision of suitable accommodation, in accordance with the Traveller Accommodation Programme and the needs of the travelling community.
- ◇ To identify the accommodation needs of the travelling community in liaison with the PHN of the HSE and the visiting teachers.
- ◇ To indicate priority cases for accommodation.
- ◇ Provide relevant pre-tenancy training to the Travelling Community in relation to residential halting bays and group housing type accommodation in partnership with the Council's Tenant Liaison Officer's.
- ◇ To apply Estate Management principles to Traveller specific accommodation.
- ◇ Assist the Council's Traveller Accommodation Supervisor in the regulation and enforcement of unauthorised encampments; temporary dwellings within the county in accordance with the relevant legislation.
- ◇ To co-ordinate, control and ensure the completion of the Annual National Census of Travelling People.

- ◇ To advise and assist the local authority on the formulation, implementation and review of policy and practice in relation to working with Travellers.
- ◇ To assist in the preparation of a draft Traveller Accommodation Programme and to provide annual progress reports as required.
- ◇ Encouraging the settlement and employment of travellers, their integration into the community and making recommendations to the Local Authority in this regard.
- ◇ Stimulating the interest of landowners and the community in the provision of sites or housing for travelling families and promoting better understanding between Traveller and settled communities regarding stand alone accommodation.
- ◇ To provide support to Social Workers and other agencies assisting Travelling Families to adjust to settled living, where necessary.
- ◇ Co-ordinating the various statutory services for travellers and co-ordinating these services with those of any voluntary organisations engaged in work on behalf of travellers.
- ◇ Advising and assisting travellers in a general way on the care of children, diet and clothing and encouraging school attendance.
- ◇ Arranging for contacts with organisations catering for needs of travellers requiring special assistance and assisting travellers, as necessary, in obtaining statutory Health and Welfare Services.