

# **BROTHERS OF CHARITY SERVICES IRELAND**

## **SOUTHERN REGION**

The Brothers of Charity Services Ireland is a major voluntary organisation, which provides age related residential, educational and day services for people with intellectual disabilities and autism.

### **Applications are invited for the following**

**SERVICES MANAGER / PERSON IN CHARGE - CNMII (1 post) – Ref: 37/2019**

#### **Permanent Full-Time**

**(39 hours per week to include some evening and weekend work in addition to taking part in an out of hours rota for emergency cover)**

**Location: Garrettstown Regional Respite Centre, Kinsale, and Bandon / Innishannon area**

### **The Purpose**

To manage the Regional Respite Service and assigned respite, residential and/or day services in accordance with all relevant legislation and Brothers of Charity policies and procedures, ensuring the service meets all the Health Information & Quality Authority (HIQA) minimum Standards and requirements, as applicable.

The person appointed shall, in addition to partaking in the roster, be responsible for the day-to-day management of the respite and other assigned Centers, reflecting the ethos and vision of the Brothers of Charity, operating within their agreed policies and procedures and ensuring that the individual needs of people supported are being met by all workers therein.

As a member of the Service Community Team, the post holder will ensure that the interests of each person supported are paramount in discussions. Emphasis will be on forming a team approach involving people supported, families, key workers, advocates and staff on all relevant issues.

### **Working Context**

Respite, Residential and Day supports are a very important part of the person's life. Some of the people will have substantial personal care needs and some will have behaviour which is challenging. The manager is required to ensure that all relevant supports are identified and in place to support the person and staff in this regard.

In addition to emergency cover, it is expected that the manager will work directly with the residents alongside the team from time to time to get a full insight into the operation of the service. Equally it is important for the post holder to make periodic out of hours visits as appropriate in order to ensure that services are being delivered to the highest professional standards and in accordance with best practice.

### **Professional Qualifications and Experience etc.**

#### **Each candidate for the appointment must:**

1. Have a relevant level 8 or higher health related qualification on the QQI framework in nursing.
2. Possess **or** be working towards a relevant management qualification
3. Have a minimum 5 years' experience working in the field of intellectual disability

4. Have a minimum of 3 years' experience of Nursing management Services for persons with Intellectual Disability/Autism support needs
5. A minimum of 3 years Supervisory/Management experience in the area of health or social care
6. Have the requisite knowledge, ability (including a high standard of suitability and of administrative capacity) and experience of the proper discharge of the duties of the appointment.
7. Have a proven track record of clinical, leadership and people skills
8. Demonstrated decision making and problem solving abilities
9. Had a lead role in planning and service development
10. Have a thorough knowledge of HIQA standards, regulations and 'Health Act 2007'
11. Have excellent communication, leadership and organisational skills
12. Possession of a full clean driving licence which qualifies you to driver on Irish roads is essential.

**Reporting to:** Sector Manager

**Salary Scale:** CNMII €49,914 - €59,010

**For further information or to apply for this post please visit the Brothers of Charity website ([www.brothersofcharity.ie](http://www.brothersofcharity.ie) recruitment link)**

**Closing Date: Friday 25<sup>th</sup> October 2019**

**A panel may be formed from this competition from which future vacancies may be filled**

**The Brothers of Charity Services Ireland - Southern Region is an equal opportunities employer**