

# Residential Social Worker

## Job Description

St. Patrick's Salesian Residential Services Is seeking to employ a Full time Social Worker to work in Don Bosco House, Balzan .

### The role:

The Residential Social Worker (RSW) is expected to manage the services provided in Don Bosco House, which is a group home for a group of adolescents in the community. The main role is to ensure that all children in our care are being cared for well and making sure that the person's care plan is duly followed. The RSW will be responsible for the day to day running of the home and will have administrative tasks too. The chosen candidate needs to create a safe, supporting and nurturing environment for both the residents and the staff, which will allow the residents to develop both emotionally and in terms of their social skills and community integration. As Residential Social Worker, the House Leader together with the other care staff sets and implements the care plans of each individual resident in Don Bosco House.

The following are the main roles of the RSW as a leader of the service being provided at Don Bosco House:

- Social Work Casework of all the residents, including interventions with the residents, their families / relatives, schools and other professionals. Implement the child's care plan and review its progress. Prepare an individual weekly programme for each child, including extra-curricular activities and attend appointments as and when required, including hospital, child guidance etc.
- Record interventions with children on their respective file and keep all records in a safe and confidential manner as expected from a professional handling such sensitive information.
- Attend and participate in supervision in line with the practice of the organisation;
- To complete necessary duties as required by the Management

- Responsible for staff rosters, manages budgets and process them effectively
- Responsible for organising staff meetings and staff training sessions
- Will be involved in staff recruitment alongside with the Care Services Co-Ordinator and other professionals
- Ensures a good quality of service
- Ensures a safe and healthy living and working environment for the residents and staff
- Will have a level of delegated managerial responsibility and will be responsible to regularly evaluate the service being provided
- Responsible for material provisions and upkeep of premises
- Responsible to foster good morale and team spirit amongst the staff team and maintains good relationships with the local community in order to maintain a warm, homely, caring environment whilst catering for the individual needs of the residents
- The ideal candidate need to have at heart working with youngsters who have difficult background and who are at times challenging . The RSW is expected to be knowledgeable (or become so) about the Salesian spirit and endorse its ethos .

#### Terms & Conditions :

The RSW will form part of the St. Patrick's Residential Services team and will be directly accountable to the Care Services Co-Ordinator. The appointee will start at Scale 8 with a basic salary of €21,951 per annum rising by annual increments of €486.83 up to a maximum of €24,872. The role also benefits from a Warrant annual allowance of: €1000 per annum, will have fuel allowance and a co-ordinator allowance of €1200 together with the Government statutory bonus of €512.52 annually. The post is subject to six months probationary period. The person appointed will be subject to the rules and regulations of the Salesian organisation. An induction phase will follow as well as a training period, as necessary.

### Requirments:

The applicant need to possess :

A degree in Social work or equivalent

A Social Work Warrant approved by the Social Work Profession Board.

A clean driving licence and own car

A good police conduct

Previous work experience in a residential setting and ideally experience in a leadership position

### How to Apply:

Interested candidates need to send a covering letter showing their interest together with a detailed CV and the contact details for 2 Referees to Fr. Eric Cachia, Rector, St. Patrick's, St. John Bosco Street, Sliema. SLM1925. or on [rector@spmalta.org](mailto:rector@spmalta.org) by Friday 25<sup>th</sup> May at noon.