

Details of Service	The post holder will possess the skill set necessary to respond to a broad range of Romanian migrant Service Users issues related to substance/ gambling use.
Position	<p>Romanian speaking mental health professional</p> <p>REPORTING TO: U-Clinic Counselling Service Coordinator & Together-Razem Board of Directors</p> <ul style="list-style-type: none"> • SALARY: pro rata HSE Counsellor basic rate 1 Point of scale €23.05 per hour rate • The standard working week applying to the post is: 6 hrs per week • Flexible working hours to ensure customer focussed service. • Work to be carried out online mostly due to COVID-19 but some travel to Cork office would be essential
Purpose of the Post	<p>The purpose of the post is:</p> <ul style="list-style-type: none"> • To work with other members of the Together-Razem team to provide a community based, counselling in Romanian language to Romanian and Eastern European community in Cork area. • To address the client's thought processes, feelings and behaviour • finding new ways to deal with, and alleviate distress • protecting client data • maintaining a high quality of professional conduct
Principal Duties and Responsibilities	<p><u>Clinical Practice</u></p> <ul style="list-style-type: none"> • Conduct initial and comprehensive assessments according to National protocols • Provide individual/group counselling/therapy to clients • Keep appropriate patient files ie progress notes • Assessment and treatment of Service Users, Spouses and concerned persons where appropriate. • To practice in accordance with Together-Razem standards. • Referral to appropriate treatment facilities, for stabilisation, detoxification, rehabilitation. • Inform and facilitate clients in accessing other appropriate health care and support services, including medical examination and referral to more specialist services if required. • Referral of clients to self-help groups and community initiatives. • Notification of child abuse in accordance with Children First Guidelines. • To actively participate in regular external clinical supervision in accordance with supervision policy. • To actively participate in line management supervision • To engage in in-service and other relevant training opportunities and to keep up to date with new developments in the area of counselling/therapy and addiction treatment. • To monitor and evaluate effectiveness and outcomes of treatment for individuals/groups, matching therapy to needs. • Participation in the development of new initiatives: e.g. Community based programmes, training programmes etc. • To provide training in skills and theory appropriate to best counselling practice as required. <p><u>Administration and Accountability</u></p>

	<ol style="list-style-type: none"> 1. To maintain contemporaneous records and submit statistics and activity data in a timely manner as requested by U-Clinic project Coordinator 2. To write clear concise reports in Romanian and English 3. Maintain records in internal CRM Management system and submit activity data 4. To use and maintain online Appointment system available on Together-Razem website 5. Take corporate responsibility as well as ethical counselling responsibility. 6. To co-operate with the operation of new technology. 7. To report to the U-Clinic Coordinator on matters affecting the administration of the service. 8. To meet with the Counselling team as arranged by U-Clinic Coordinator 9. To engage with line management supervision with U-Clinic Coordinator 10. To attend in service training as required. 11. Flexibility in practice as required i.e. out of hours, provision of new programmes and service initiatives. <p>Note: The above job description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him / her from time to time and to contribute to the development of the post while in office.</p>
Eligibility Criteria	<p>Each candidate must, at the latest date for receipt of completed application forms for the post possess:</p> <p>Professional Qualification in Counselling/Psychotherapy/Psychology/Addiction Studies of at least 3 yrs. Diploma Standard at least a level 8 QQI</p>
Other requirements specific to the post	<ul style="list-style-type: none"> • Fluent Romanian language knowledge • Good command of English language • Good IT skills • Flexible working hours – availability to work unsociable hours as required to provide greater access to services
Selection Process	<p>Shortlisting may be carried out on the basis of information supplied in your C.V. CV to be supplied to romaniancommunityincork@gmail.com</p>
Shortlisting / Interview	<p><u>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</u></p> <p>Those successful at the shortlisting stage of this process (where applied) will be called forward to interview. Closing date 12/2/2021 4 PM Interviews to be held online</p>

This job description is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned.

