

Social Support Worker- Il-Milja Job Description

JOB TITLE:	Social Support Workers (SSW)
EMPLOYMENT BASIS:	Full time
DIVISION:	Il-Milja
REPORTS TO:	Home Manager

ROLE PROFILE: The SSW is part of the residence's team which aims at delivering a therapeutic programme for survivors of Violence Against Women (VAW). The SSW works in liaison with the professionals involved within as well as outside the residence in order to support and assist women and their children to live in a homely environment whilst empowering and supporting them to recover from trauma and live a healthy and fulfilled life free from violence and abuse.

TERMS AND CONDITIONS: The new appointee will be required to undergo an induction phase and other relevant training which may be deemed necessary. The post is fulltime and is subject to six months probationary period. The SSW is required to work on a roster basis, including weekends, and is required to be available to cover night shifts if this specific need arises. The person appointed will be subject to the rules and regulations of Fondazzjoni Sebħ and the Archdiocese of Malta.

KEY RESPONSIBILITIES: In relation to the delivery of the service:

- Ensure that residents feel safe, have their dignity respected, and develop their strengths and abilities in various areas further.
- Empower the residents to achieve their goals and objectives.
- Organise sessions on personal and skills development in collaboration with the team and residents. These may range from activities of daily living to internet safety.
- Enable residents to access services and / or employment opportunities.
- Identify and linking residents to services and resources.
- Accompany residents to appointments whenever this deems necessary.
- Encourage residents to participate in social activities organised by il-Milja.
- Record all interventions in line with the policies of Fondazzjoni Sebħ.
- Engage in the day-to-day running of the service by attending duties related to the running of the Shelter, as deemed necessary by the Home Manager.

- Refer any allegations of abuse to the Home Manager and follow the Mandatory Reporting Guidelines issued by the Child Protection Directorate and those of the Malta Diocese Safeguarding Commission.

In Relation to Policy:

- Work in line with the policies and procedure of the Archdiocese of Malta and those of Fondazzjoni Sebħ.
- Be knowledgeable about the procedure of the shelter.
- Support the residents to understand and if needs be respectfully challenging the shelter procedures which are there to facilitate communal living.
- Abide with any rules and regulations related to Health and Safety which enable the survivors to feel safe and protected.

In relation to the team:

- Maintain a positive working relationship with the Home Manager, team members, other professionals involved, volunteers and any students on placements.
- Participate in staff meetings, case discussion meetings, residents' meetings, support groups and any meetings related to the service deliver and as well as the service beneficiaries.
- Keep up the administrative work up-to-date and in line with the regulation of Fondazzjoni Sebħ as well as the Malta Diocese.
- Provide and keep updated the social worker and the home manager with developments in relation to the residents.
- Attend trainings sessions which foster professional development.
- Participate in regular supervision with the Home Manager.

Skills and attributes as members of the care team:

- An optimistic outlook to life in order to be positive role models for every client
- Take initiative, a can do attitude
- Effective team working skills
- Writing skills to write down daily reports and other documentation.
- Knowledge and understanding of VAW domestic violence.
- Observation, listening and empathic skills.
- An understanding of anti-oppression, privilege and other related matters issues.
- Basic computer skills.
- Ability to communicate effectively with others.
- Ability to remain calm patient, objective and positive under pressure.

Registered Organisation: **VO/1622**
Member of the International Catholic Child Bureau

+356 2247 0900 72B, Triq Villambrosa, Ħamrun ĦMR 1127
info@sebh.mt; www.sebh.mt

- Proficiency in the Maltese and English languages, both spoken and written, is required

**MINIMUM
REQUIREMENTS:**

Qualifications

- A qualification in Residential, Social Care or in a related field;
- Students working towards obtaining such a qualification are encouraged to apply.

Experience

- Experience of working in the domestic violence sector or in related residential and/or care settings.

**HOW TO
APPLY:**

Please send a written statement detailing how your skills match the requirements listed in this job description and quoting Ref. FS/2022/10, together with your CV and the contact details for 2 Referees to:

Elmer Stanmore
Central Office Senior Manager
Fondazzjoni Sebħ
Email: info@sebh.mt

The Job Description will be reviewed on a regular basis and may be amended by Senior Management of Fondazzjoni Sebħ to reflect the needs of the service. This Job Description should be read in conjunction with the contract of service.

Fondazzjoni Sebħ's talent acquisition procedures reflect our commitment to protecting children and vulnerable adults from abuse and exploitation. To this aim we follow the policy and practice guidelines issued by the Archdiocese of Malta and the Safeguarding Commission and any applicable legislation.