



# Irish Advocacy Network Limited

## PEER ADVOCATE JOB DESCRIPTION 2018

<b>Job Title:</b>	PEER ADVOCATE	<b>Organisation Name:</b>	Irish Advocacy Network CLG.,
<b>Location:</b>	Limerick/Clare (CHO Area 3) and Kerry (CHO Area 4) Dublin / Kildare and Wicklow	<b>Number of Positions:</b>	Limerick / Clare / Kerry: 1  Dublin/Kildare/Wicklow: 2
<b>Weekly Working Hours:</b>	Part Time 21 hours per week (Tue/Wed/Thurs)	<b>Application Closing Date:</b>	2pm Friday 26 <sup>th</sup> October 2018
<b>About the Organisation</b>	The Irish Advocacy Network CLG is committed to providing the highest possible quality of service to clients and the community		
<b>Objective of the Role</b>	<p>To provide peer advocacy services within your HSE region.</p> <p>To facilitate the development of the Irish Advocacy Network CLG., (IAN) Peer Advocacy Service and/or other services within your HSE region by adhering to our aims and objectives as contained in our Handbook/Code of Practice.</p> <p>To support clients detained under the Mental Health Act 2001</p> <p>Your primary region of work will cover a) Limerick/Clare/Kerry and b) Dublin/Kildare/Wicklow. From time to time, you may be required to work from such other locations as the Organisation may deem appropriate and also attend other locations (community based locations) in the assigned region.</p>		
<b>Essential Criteria:</b>	<ul style="list-style-type: none"> <li>• Have had experience as a user of mental health services and have achieved a level of recovery</li> <li>• Have completed accredited Peer Advocacy Training or are willing to undertake this training within one year</li> <li>• Can demonstrate knowledge of the needs of people experiencing mental health difficulties</li> <li>• Clean driving licence and access to a car</li> </ul>		
<b>Role &amp; Responsibilities:</b>	<ul style="list-style-type: none"> <li>• Duties will include providing a peer advocacy service in a) Limerick/Clare/Kerry and b) Dublin/Kildare/Wickow. You will be required to perform such other duties as may reasonably be required of you by the organisation.</li> <li>• To provide a Peer Advocacy service to all service users resident in approved Psychiatric Units paying particular attention to people involuntarily detained under the 2001 Mental Health Act. This service can include the provision of peer advocacy services, offering support, a listening ear, information on admission orders, treatment recommendations, second opinions, solicitors or the Mental Health Commission's tribunal process etc.</li> <li>• All staff are required to strictly adhere to IAN's Code of Practice and uphold</li> </ul>		

**Belfast Office:** Knockbracken Healthcare Park, Saintfield Road, Belfast BT8 8BH, Tel: +44 (48) 90 798849

**Head Office:** Smithfield Business Centre, Suite 1.25, The Distillers Building, New Church Street, Dublin 7  
Tel: +353 (0) 1 8728684

**Company Registered No:** 396641

**Charity No:** CHY 14403



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	<p>the organisations values and core principles</p> <ul style="list-style-type: none"> <li>• At the request of your line manager, represent IAN within your HSE region at all relevant meetings and conferences organised by other voluntary/community organisations and/or statutory bodies</li> <li>• In conjunction with your line manager, make presentations on behalf of IAN</li> <li>• To assist line/senior management in the development and operation of an appropriate system for monitoring and evaluating the provision of our services within your HSE region.</li> <li>• At the request of your line manager, cooperate in publicity and research initiatives appropriate to the development of IAN</li> <li>• To notify your line manager of all advocacy cases started and completed and where advanced approval is required and obtained, to accept that case, inform and update line management throughout the case and proceed only as directed by line manager and to obtain prior approval for all advocacy cases outside of acute units</li> <li>• Working with line management and using templates provided, complete forward planners, worksheets, monthly reports, quarterly reports, annual reports including statistics and ensure that all are sent to line manager and head office.</li> <li>• All staff are required to assist in IAN's Strategic Planning</li> <li>• All staff are required to attend team meetings, work supervision and staff training days</li> <li>• Under the direction of your line manager, to be responsible for promoting the IAN peer advocacy service within your HSE region.</li> <li>• To carry out any and all reasonable duties as requested by line manager.</li> <li>• The duties and responsibilities of the job description are not definitive: they can be modified to meet the IAN's needs and priorities at any given time.</li> </ul>
<p><b>General Responsibilities:</b></p>	<ul style="list-style-type: none"> <li>• Staff at all times must be courteous and respectful with all whom they come into contact.</li> <li>• Staff are expected to comply with the IAN's Equality Policies.</li> <li>• Staff should be aware of the Human Rights Legislation in relation to the requirements of this post.</li> <li>• IAN has a No Smoking Policy which all employees must comply with.</li> <li>• The duties and responsibilities of the job description are not definitive: they can be modified to meet the Irish Advocacy Network's needs and priorities at any given time.</li> </ul>
<p><b>Application Process:</b></p>	<ul style="list-style-type: none"> <li>• Email a copy of your CV along with completed and signed application form to <a href="mailto:recruitment@irishadvocacynetwork.com">recruitment@irishadvocacynetwork.com</a></li> </ul> <p>IAN is an equal opportunities employer</p>

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