

<b>Job Title:</b>	Senior Cocaine Project Worker
<b>Locations:</b>	CTC South-West Catchment Area
<b>Reports to:</b>	South-West Regional Manager
<b>Hours:</b>	35 hours per week. Some out of hours work may be required.
<b>Fixed Term</b>	Permanent
<b>Salary:</b>	€41,580 – €44,500 (Salary Scale – Depending on Experience)
<b>Purpose:</b>	The Senior Project Worker will be responsible for the day-to-day delivery of service within the Hub. With the support of the Line Manager, they will also ensure the delivery of a quality service to clients that meets organizational standards and targets & will line manage the Project Workers and Admin staff within the hub.
<b>Contact Email:</b>	<a href="mailto:Dylan.Murphy@coolminetc.ie">Dylan.Murphy@coolminetc.ie</a>
<b>Application Ref.</b>	CTC/HR/CRK/SCPW/0126

Coolmine is a leading drug and alcohol treatment centre providing community, day and residential services to men and women with problematic substance use and their families in Ireland established since 1973. Coolmine Therapeutic Community believes that everyone should have the opportunity to overcome addiction and lead a fulfilled and productive life.

**Role Responsibilities: (Include, but not limited to)**

- Carry out all assigned Project worker responsibilities as per performance appraisal including case management and group facilitation.
- To ensure all Project Workers and Admin Staff have a performance agreement in place that is reviewed twice per year. SPW'S will be responsible, with the support of the Line Manager, for creating and implementing training/development plans for Project Workers and ensuring they are achieved.
- Develop and maintain collaborative partnerships with key external stakeholders across Cork and Kerry, including attending interagency meetings, contributing to programme development, and supporting ongoing evaluation to ensure services remain responsive, evidence-informed and integrated within regional structures.
- Coordinate and provide structured support to the Cocaine/Crack Project Workers operating across Cork City, Cork County and Kerry, ensuring consistency in practice, effective communication across sites, and alignment with project objectives and regional service priorities.
- Provide leadership and line management to the Staff in the Hub. This includes line supervision and chairing weekly Team Meetings to ensure equal distribution of case workload amongst the team.
- Supporting and coordinating the professional development of project workers and other cocaine specific staff on the programme.

- To ensure that all administrative duties are carried out in accordance with the required timelines and procedures and that all are processed and updated in Strandum and Ecass.
- Lead and work as part of the team with regular and consistent communication, chairing weekly team meetings and supporting the vision and values of Coolmine.
- Reports to the Line Manager for individual support, supervision, performance appraisal, client case review and working within the parameters of the Coolmine HR policies and procedures.
- To work closely with the Line Manager and within the policies of Coolmine Therapeutic Community in order to ensure that a consistent delivery of service, quality standards and best practice are adhered to at all times.
- To be actively engaged in continued personal and professional development and participate in relevant training and development courses as agreed with Line Manager
- To comply with all Health and Safety regulations and standard operating procedures relating to fire procedures, maintenance, critical incidents, safety for staff, etc. to ensure the effective safety and well-being of all clients and staff.

## Person Specification

### Education

- Third Level qualification in Counselling/ Addiction studies or related field, Minimum of NFQ Level 7 accredited Diploma.
- Must be eligible to register or registered with CORU, ACI or another recognised professional accredited body.

### Mandatory

- Two years' experience working within the drug and alcohol field.
- Experience of working directly with service users.
- Experience of the implementation and evaluation of care planning.
- Experience in providing statistics and reports.

### Desirable

- Experience in Line Management Supervision and Performance Appraisal.
- Experience of group facilitation.
- Experience of work in, or knowledge of, the Therapeutic Community model

### Knowledge & Skills

- High Performing Project Worker as per Performance Appraisal
- Excellent Record Keeping
- Role Model the vision and values of Coolmine.
- Can understand the dynamics and interface between the individual and the community.
- Can effectively implement work plans
- Can ensure confidentiality of records and security of same
- Have a “can do” attitude and a positive solution focused approach to problem solving and conflict resolution
- Strong Leadership Skills
- Skills to motivate and develop staff to deliver quality service

- Excellent communication and listening skills.
- Is clear and explicit about professional and personal boundaries.
- Clear written communication skills
- Uses assertive behaviour, demonstrating dignity and respect for self and others at all times.
- Capacity to work effectively under pressure

**Competences Required**

- Strong interpersonal skills
- Clear written and verbal communication skills
- Strong Leadership Skills
- Skills to motivate and develop staff to deliver quality service.
- Capacity to work effectively under pressure.
- Committed to meeting the needs of excluded and marginalised people.
- Ability to manage change and be responsive to evolving organisational change.
- Solution focused.

**Application Process:**

Interested candidates who meet the Person Specification requirements should send their CV & cover letter to Dylan Murphy, HR Coordinator on [dylan.murphy@coolminetc.ie](mailto:dylan.murphy@coolminetc.ie)

Please quote the application reference number CTC/HR/CRK/SCPW/0126

The closing date for applications is **Thursday the 19<sup>th</sup> of February 2026.**

***Coolmine Therapeutic Community is an equal opportunities employer.***

*Please find our Candidate Privacy Notice - <https://www.coolmine.ie/candidate-privacy-notice/>*