

JOB DESCRIPTION **NOVAS**

Housing | Health | Recovery

Job Title:	Assessment & Placement Officer	Post Number:	Vacant
Reports To:	Coordinator Homeless Services Care County Council or his/her nominee and Senior Outreach Services Manager, NOVAS	Location:	Care Homeless Action Team
Salary:	This role is attached to a defined salary scale which starts at \$35,800 and ranges to \$43,860 appointments are made depending on experience.		

Purpose of the Job

The aim of the role is to provide a support service within Care County Council/Care Homeless Action Team whereby clients can access advice and information as to their eligibility for emergency homeless services. Also, to support families who are currently homeless to exit homelessness and access long term housing.

The role supports a number of clients placed in emergency facilities with a view to securing long term accommodation and where possible, avoiding continued placement in emergency facilities. To make appointments, interview, screen and assess clients seeking a homeless service by appointment in Care County Council/Care Homeless Action Team. Provide assessment and advice to people who are homeless. To be a core team member of the Homeless Action Team.

This role requires some element of flexibility and adaptability to deal with emergencies. The post holder is required to be available to work 9.00 a.m. to 5.00 p.m., Monday to Friday.

The Assessment & Placement Officer will have a background in Social Care or another allied health profession of minimum Level 7, with training or experience in the areas of Homeless Services, Addiction, Mental Health, Leadership, Group Facilitation and be expected to work within the relevant frameworks of quality standards or legislation.