

## Job Title: Community Social Worker (full-time)

### The Position

The St Jeanne Antide Foundation (SJAF) invites applications for the post of full-time and part-time Social Workers to work within the Community Social Worker Service. For over 16 years, the Social Work Service of the St. Jeanne Antide Foundation has been a beacon of hope, providing essential support to those who need it most. Our mission is clear: to identify and uplift socially excluded families and individuals and to empower them to overcome life's challenges.

### The Role

The Community Social Worker (CSW) plays a crucial role in providing community-based social work services to vulnerable individuals and families at risk of social exclusion. As a CSW, you will collaborate with various stakeholders, assess clients' needs, and develop and implement care plans to enhance their social well-being and functioning. You will work within a dynamic team and contribute to the Foundation's mission of creating a stronger, more caring community.

### Key Responsibilities

The selected candidate shall be overall accountable to the Executive Director of the St Jeanne Antide Foundation and, on a day-to-day basis, directly to the Social Work Team Leader. They will maintain a positive working relationship with all team members, SJAF service users, volunteers and students on placements. As a Community Social Worker within our team, you will:

- **Liaison and Collaboration:** Establish meaningful partnerships with parish structures, community-based organisations, state agencies, and NGOs to encourage referrals and effective collaboration for the benefit of vulnerable individuals and families.
- **Assessment and Referrals:** Assess referred and self-referred individuals and families to determine the most appropriate intervention, whether through direct support or referral to other services. Mediate between clients and service providers until appointments are secured.
- **Community Outreach:** Actively engage in community outreach efforts to build relationships and support individuals and families who are typically distant from mainstream services.
- **Promotion of Group Support:** Encourage service users to participate in group-based support and non-formal learning programs offered by the Foundation and other organisations.
- **Care Planning:** Develop, implement, and regularly review and evaluate care plans tailored to service users' unique needs.
- **Case Conferences:** Facilitate and participate in case conferences and reviews to ensure comprehensive support.
- **Group-Based Activities:** Plan and facilitate group-based activities to enhance the social well-being of service users.
- **Community Profile:** Prepare and maintain a Community Profile to better understand the local context and needs.
- **Volunteer Collaboration:** Work closely with volunteers and volunteer service teams to maximise community impact.
- **Record Keeping:** Maintain accurate and confidential records of all interventions and outcomes.
- **Interdisciplinary Collaboration:** Collaborate with practitioners from various disciplines and sectors within and outside the Foundation.
- **Policy and Legislation:** Stay updated on national social policy, legislation, and social work practice developments.
- **Professional Development:** Attend key NGO forums, conferences, and training events to enhance skills and knowledge.

- **Service Development:** Contribute to developing services and policies to improve client engagement and outcomes.
- **Knowledge Sharing:** Share knowledge and skills with other SJAF team members or students as needed.
- **Confidentiality:** Maintain strict confidentiality regarding information obtained while working with vulnerable individuals and families.
- **Reporting:** Prepare monthly reports, annual reports, articles and other records as the Executive Director requires.
- **Other Duties:** Perform other duties related to the position.

**Qualifications:**

- Bachelor's or Master's degree in Social Work or a related field.
- Relevant social work experience, preferably in a community-based setting.

**Skills and attributes required to work as a Social Worker**

- Able to communicate in Maltese and English.
- Strong interpersonal and communication skills.
- Ability to work effectively in crisis-oriented and unpredictable situations.
- Initiative-taking and multitasking abilities.
- Commitment to the principles of social justice and community development.
- Positive mindset and teamwork skills.
- Writing skills.
- Observation, listening and empathic skills.
- Computer skills.
- A clean driving licence (considered as an asset).

For the Interview applicants must present

- Copies of the pertinent qualifications;
- One (1) reference letter;
- Original certificate of police conduct collected within the last three (3) months;
- Job History Sheet from Jobsplus as official proof of work experience.

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