



Saoirse Recruitment Pack

Relief Support Worker

September/October 2026



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About Saoirse Domestic Violence Services



Welcome & Introduction

Thank you for your interest in joining Saoirse Domestic Violence Services. This recruitment pack provides key information about our organisation, the Relief Support Worker position, and the qualities we are looking for.

At Saoirse, we are committed to providing safety, dignity, and hope to women and children experiencing domestic abuse. Our people are central to enabling this mission. The Relief Support Worker is a key member of the Refuge Team, reporting directly to the Refuge Coordinator and Support & Recovery Manager.

About Saoirse Domestic Violence Services

Saoirse Domestic Violence Services provides refuge accommodation, outreach support, court accompaniment, 24/7 helpline services, and educational programmes across multiple locations. Our organisation is founded on principles of safety, empowerment, trauma-informed practice, and respect.

Every year, hundreds of women and children access our services seeking safety and support during crisis moments. We are committed not only to service provision but also to advocating for systemic change to end domestic violence in Ireland.



Our Mission, Vision & Values

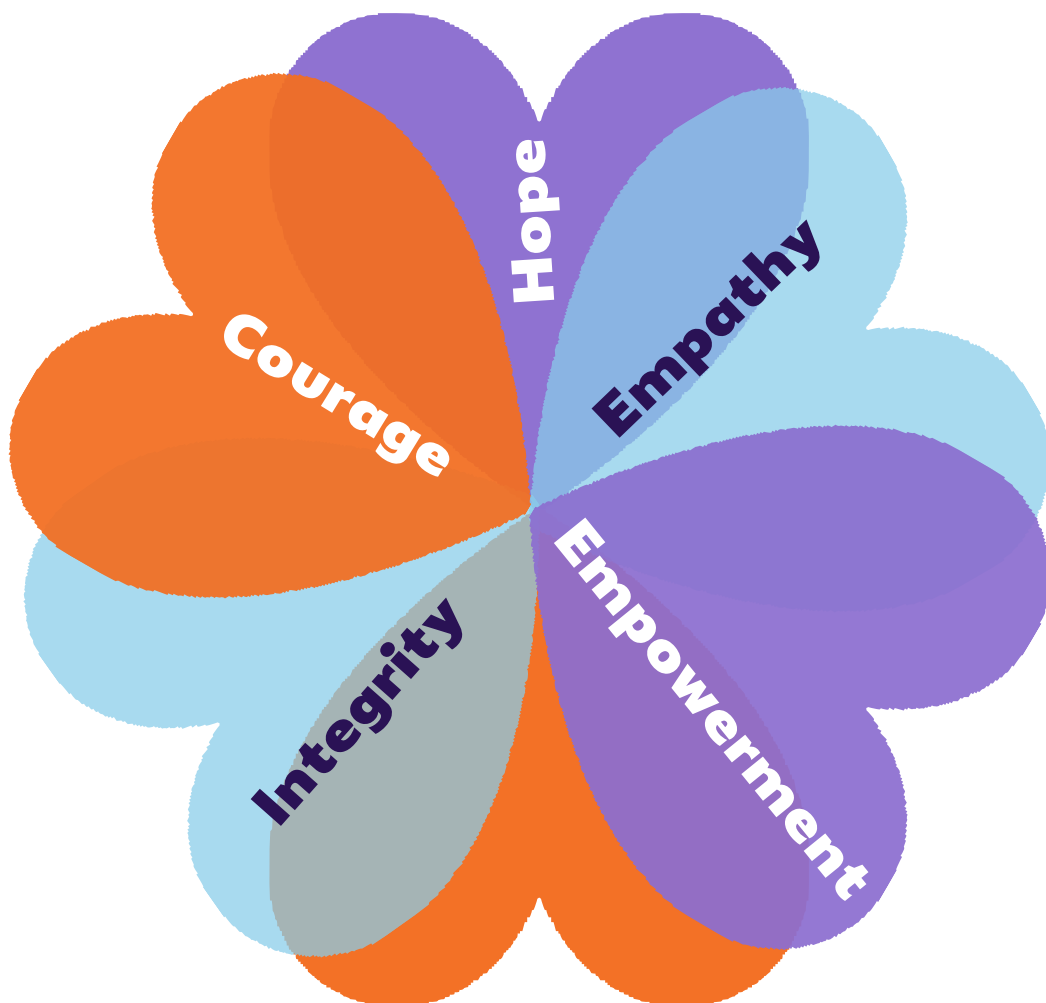
Our Vision

Our vision is a society where DVA is never tolerated or silenced, empowering women and children to live in safety, free from fear.

Our Values

Our values and principles underpin how we deliver against Vision - they are central to everything we do. They influence our every action and interaction at SDVS, when working with women and children and when advocating on their behalf.

Our teams live and work through these values on a day to day basis, and they are reflected across our philosophy and approach, our business planning and daily practices.



Our Mission, Vision & Values

Our Objectives

We believe that:

- Nobody deserves to be abused.
- No person should ever have to experience the torture of being abused by a loved one.
- No one should be alone in carrying the burden of blame, shame and judgment perpetrated upon them.
- Early educational interventions with young people entering intimate relationships are key to combating domestic violence in future generations and breaking the cycle of violence.

We acknowledge that:

- Domestic violence is a serious and life-destroying crime for which the client is never responsible.
- It is a cycle of abuse that only escalates with time.
- Occurs in all walks of life – all classes, creeds, ages and races.
- Is an unequal balance of power and control that an individual holds over another in any intimate or close family relationship – husband and wife, same sex partners or adult children and an elder parent.
- Takes many forms, including physical, sexual, emotional, psychological, financial abuse and coercive control.

We commit to:

- Empowering our clients and facilitating them in having a voice.
- Listening, hearing, believing and respecting those who contact us for help, whether they plan to leave an abusive relationship or seek support in staying safe in the relationship.
- Working in a non-judgmental environment supporting clients – only they know the reality of their abuse.
- Maintaining a confidential service for all our clients and ensuring that we always work according to Children First.



Benefits of Working at SDVS

- **Pension:** My Future Fund Pension Scheme.
- **Annual leave:** As an employee of SDVS, you will receive 8% annual leave entitlement pro rata.
- **Digital Doctor:** Free access to a digital doctor for employees and their families.
- **Education Support:** At SDVS we offer an Education Assistance policy for employees to apply for funding towards further education.
- **Training & Development:** Access to excellent training opportunities and continuous professional development.
- **Well-being App:** All employees have access to the Wisdom app to support employees in all 4 pillars of their well-being.
- **EAP:** We offer a 24/7 Employee Assistance Programme for employees and their families to avail of counselling support confidentially.
- **Wellbeing Days:** We host several employee wellbeing activities across the year for employees to take time out to focus on team building and their own wellbeing.



Job Description

Role Overview

To provide short notice and planned cover for permanent employees on leave, as the need arises. The Relief Support Worker is a key member of the SDVS Team reporting directly to the Refuge Coordinator. The Relief Support Worker will provide support services to clients of Saoirse through actively supporting their Care Planning in conjunction with their Keyworkers in a non-judgemental, compassionate way and promoting empowerment and confidence building, through a philosophy of 'self-help and mutual aid'.

Key Responsibilities

- To welcome and provide emergency accommodation for women and children subjected to domestic abuse and ensure they are familiarised with facilities, house rules, practices and services available.
- To respond to the immediate needs of women and children in crisis and distress by offering support and services, both emotional and practical as appropriate.
- To participate in the provision of services as part of the Refuge team including supporting a client's Care Planning in conjunction with the Keyworkers, Child and Youth Workers, and Outreach Workers who hold the responsibility of the case management of clients.
- To provide non-directive and non-judgemental information to residents and non-resident clients both in person and on the Helpline.
- To operate the 24-hour helpline while on shift and respond compassionately and professionally to anybody seeking support or practical information from our service.
- To promote a safe and relaxed environment for women and children during their stay in the Refuge by ensuring all safety and security protocols are observed.



Job Description Continued

- To observe and enforce a policy of strict confidentiality at all times in relation to all aspects of the service and in line with GDPR.
- To work according to company policies and best practice at all times.
- To ensure that a high level of cleanliness and hygiene is maintained throughout the Refuge by actively participating in the cleaning of the Refuge as necessary and encouraging residents to play their part effectively.
- To prepare rooms for re-allocation after a family/individual vacates their room.
- To report any building maintenance requirements to management and document in the maintenance record book.
- To ensure that all procedures in relation to the Health and Safety Statement are clearly understood and acted upon at all times.
- To maintain and update accurate records of all files and any associated paperwork including updating the client database in a timely and professional manner.
- To liaise/make appropriate referrals with other agencies in providing assistance, advocacy and support to clients in conjunction with their keyworkers and associated care plans.
- To attend and participate fully in all team meetings, training and supervision provided by the company.
- To work according to Children First Guidelines and Saoirse's Child Protection and Welfare policy.
- To represent the work and ethos of Saoirse Domestic Violence Services in a professional and respectful manner at all times.
- To work under the direction and guidance of Management to ensure the highest possible level of care is maintained at all times. Communicate with Management on a regular basis and advise them in a timely manner of issues arising from work.
- To attend court hearings and give evidence as required.
- To perform such other duties appropriate to the role, which may be assigned by the Refuge Coordinator or other designated officer.



Role Requirements

Essential Criteria

- Must have minimum education to Degree to NFQ level 7 in a relevant area of social care, social studies, etc.
- Must have minimum of 1 years' experience in a social care field.
- Must have experience of using client databases and have/possess good IT skills, as well as good report writing skills.
- Must possess excellent interpersonal and communication skills.
- A working knowledge and insight into the issues affecting women and children of domestic abuse and the impact on their physical, emotional and psychological well-being and development.
- An understanding of risk and needs assessment and of the principles of risk management.
- Thorough knowledge of procedures and practices relating to the Safeguarding of Children and Young People.
- Experience of working in supported residential services is desirable.
- Experience of working in a support service for people with complex needs is desirable
- Ability to work well in a team environment.



Important: Relief Workers are required to accept a minimum of one shift every two months and ensure all statutory training is up to date at all times to remain active on the relief panel. Relief Workers are required to work a selection of day, night and weekend shifts.

What we offer you

- **Salary:** €18.05 per hour.
- **Probation:** 6 months
- **Location:** Dublin
- This role is part of the Refuge Team.
- **Benefits:** All employee benefits outlined on page 4.
- Commitment to **work-life balance** and **staff wellbeing**.
- **Hours of work:** Variation of shift patterns, which will fall **normally** but **not exclusively**, from Monday – Sunday on a 12.5h per shift.

As the relief role is to provide cover for both planned and short notice leave, a high level of availability and flexibility is required.

Application Process

To apply all candidates must submit a detailed CV and cover letter outlining how they meet the above criteria for the role. Applications should be submitted through this link: <https://sdvs.ie/careers/>





Contact Information:

For queries regarding this recruitment process, please contact:

HR Department

Email: hr@sdvs.ie

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Saoirse Housing Association CLG trading as Saoirse Domestic Violence Services.
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