

Who are we?

Positive Futures is positive about people. We transform peoples' lives every day. We support people who have a learning disability, acquired brain injury and autism.

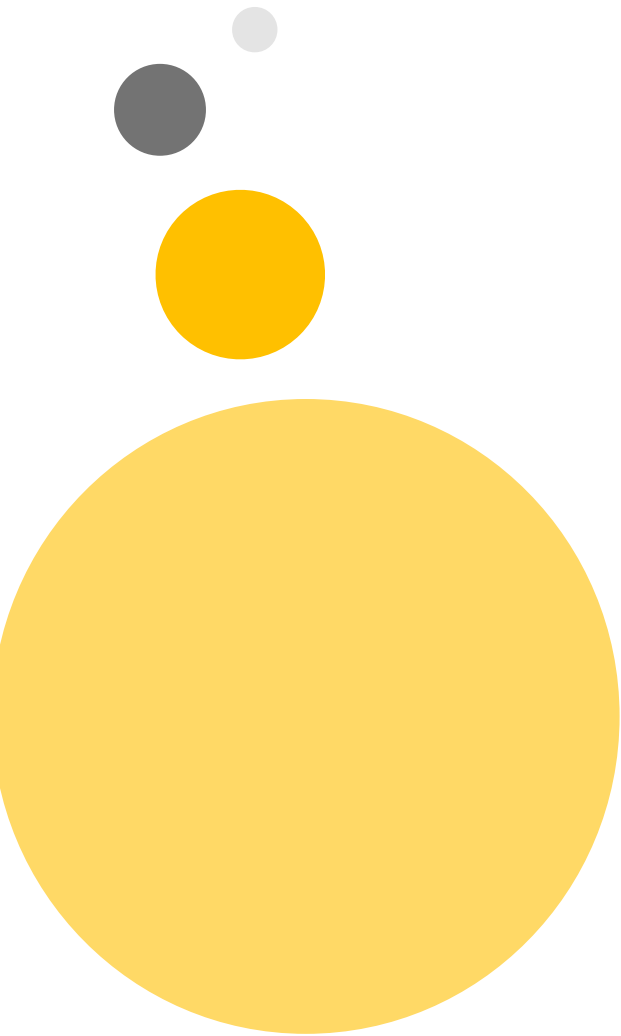
The bottom line is this: wonderful things can and do happen when people get the right support, at the right time, from the right people.

ABOUT US AND THE ROLE



What does a Person Centred Lead do?

Put simply your job is to lead and promote person-centred practices within the organisation, ensuring that all services and departments across the island of Ireland are delivered in a way that respects and responds to the unique needs, preferences, and values of people we support, staff and volunteers.



POSITIVE FUTURES

ACHIEVING DREAMS. TRANSFORMING LIVES.



Job Title	Person Centred (PC) Lead
Reports to	Operations Director

Purpose of Role

To lead and promote person-centred practices within the organisation, ensuring that all services and departments across the island of Ireland are delivered in a way that respects and responds to the unique needs, preferences, and values of people we support, staff and volunteers.

Main Responsibilities

1. Leadership and Management

- Lead the development and implementation of a Person Centred Framework to embed person centred practices into organisational culture.
- Provide coaching and mentoring to management staff to guide their supervision and support to all staff, ensuring they understand and apply person-centred approaches in their work.
- Develop and maintain policies and procedures that support person-centred support.

2. Training and Development

- Design and deliver training programmes on person-centred practice and thinking for staff and volunteers as identified within Person Centred Framework.
- Facilitate workshops and peer support groups to promote continuous learning and improvement in person centred approaches.

3. Service Delivery

- Ensure that Person Centred Portfolios (PCPs) are developed in collaboration with individuals, their families, and other stakeholders.
- Promote active participation and inclusion of individuals in decision-making processes.
- Monitor and evaluate the effectiveness of person-centred practices and make necessary adjustments.
- Lead on the Volunteer strategy as part of The Life I Want process for Positive Futures Ireland and NI.
- Explore and implement digital tools to support person-centred practices, such as platforms for feedback collection, training delivery, and managing PCPs.

4. Quality Assurance

- Conduct regular audits and assessments to ensure the person centred approach to service delivery is in line with the A National Framework for Person-Centred Planning in Services for Persons with a Disability.
- Lead on the design and delivery of our Annual Consultation Exercise, ensuring meaningful engagement with individuals supported.
- Collect and analyse feedback from stakeholders, staff and volunteers to ensure learning and continuous quality improvement.
- Gather quantitative and qualitative data on the implementation of person centred practices to assess the impact of person centred practices on service delivery and organisational culture.
- Lead on the implementation of outcome reporting systems linked to person centred practices.

5. Collaboration and Networking

- Coordinate Advisory Board meetings (meetings of some of the people we support and people with lived experience) and consultations in line with the Person Centred Framework.
- Work with external partners, including health and social care providers, community organisations, and advocacy groups, to enhance person-centred support.
- Represent the organisation at relevant forums and events to share best practices and learn from others.
- Assume project oversight and management of discrete projects linked to promotion of the quality of our person-centred support.

There may be other duties from time to time as Positive Futures may reasonably require.

How do I apply for this job?

Complete an application form online stating how you meet the following criteria for this job in the shortlisting section of the application form. We will use this shortlisting section to decide whether to invite you to an interview.

To apply for this role, you **MUST** have:

1. A degree or equivalent 3rd level qualification in a relevant field (e.g., Social Work, Psychology, Social Care, Training and Development, Leadership, or Management)
2. Experience in each of the following areas:
 - A minimum of 3 years' experience within a health and social care setting, with a focus on inclusion, empowerment, or improving outcomes for individuals.
 - Leading or supporting initiatives that enhance the quality of services for people with a learning disability, autism or an acquired brain injury
 - Demonstrated ability to engage with and influence a range of stakeholders, such as individuals supported, families, staff, and external organisations.
 - Strong understanding of approaches that promote inclusion, choice, and respect for individual preferences (e.g. person-centred approaches, human rights-based practices, or similar)
3. Full, valid driving licence or an ability to travel independently to meet the requirements of the post

To apply for this role, we would also **LIKE YOU** to have:

- Experience in developing and delivering training or workshops to staff and/or volunteers, with a focus on skills development and culture change.
- Proven experience in managing projects or initiatives that involve collaboration across teams and deliver measurable results.

If you meet the shortlisting criteria, you will be invited to attend an interview.

To be successful at interview and ensure the people we support receive the highest quality service, you need to:

- Share our **POSITIVE** values
- Have the right skills (or competencies) needed for the job.

Our Values

“Our values” are what underpin everything we do in Positive Futures.

PEOPLE FIRST – the people we support will always be our top priority.

OPPORTUNITIES – we seek out opportunities to make life better for the people we support through the commitment and dedication of our staff and volunteers.

SPEAKING OUT – working in partnership with the people we support, we will champion their rights at every opportunity with decision makers, with government – locally, regionally and nationally – and in the media.

INNOVATION – we are a learning organisation that is always looking for new, creative and better ways to do things.

TENACIOUS – we don't give up – if it needs to be done, we believe it can and will be done.

INVOLVEMENT – the people we support and our staff will always have a say in the running of the organisation and we will celebrate with our partners and stakeholders what we achieve together.

VALUE FOR MONEY – we deliver life-long results and transform peoples' lives in a cost-effective manner.

EXCELLENCE – we will always aim to be the best we can be in supporting people to achieve their dreams and transform their lives.

Our Competencies

You need to have the following skills (competencies) to help the people we support to live the life they want.

Competencies for the role	You need to be:
Respectful and Understanding of Others	<ul style="list-style-type: none"> • Kind and work well with others, treating them with respect and dignity • Understanding of the needs of others
Effective Communication	<ul style="list-style-type: none"> • Able to communicate effectively with others, verbally and in writing
Results and Quality Focus	<ul style="list-style-type: none"> • Able to be an active, positive and co-operative member of the team • Helpful and supportive of others • Focussed on the best interests of people we support
Problem Solving and Decision Making	<ul style="list-style-type: none"> • Open minded and able to resolve difficulties • Able to make good decisions
Resilient to Change and Challenges	<ul style="list-style-type: none"> • Open to change and new developments / initiatives • Able to adapt well to new and unfamiliar situations • Resilient and cope well when challenges arise

The people we support and our staff are at the heart of all that we do.

As a valued member of staff, you can avail of our competitive salary and benefits package



Pay

Salary based on FTE of 37.5 hours

- 01 - £39,063
- 02 - £40,119
- 03 - £41,174
- 04 - £42,230



Holidays

36-39 days paid per holiday year (including designated holidays)

You will earn one extra day per year up to 39 days. Entitlements are shown based on full time hours. These will be adjusted on a pro rata basis for part time staff.



Pension

We offer a contributory pension scheme - we pay 4% for eligible staff alongside your contribution of 5%.



Westfield Health Cash Plan

Access to valuable health and wellbeing services and which also includes discounts and rewards from hundreds of leading retailers, restaurants.



Financial Well Being

Salary Finance is our financial wellbeing provider, offering financial education including budgeting tips and tools, videos and webinars. Eligible staff will also have access to savings accounts and loans.



Mental Health, Physical Health and Emotional Well Being

Wide range of support including:

- 24 hour access to GP/Doctors line
- 24 hour access a trained counsellor where you can speak in complete confidence to trained counsellors from Westfield (an independent staff support provider).

For staff confirmed in post, they will be offered the use of a private health plan, providing access to, among other options, Optical, Dental and Physiotherapy.

See 'Training and Support' section for other ways we provide support to our staff.



Sick Pay

We offer enhanced contractual sick pay when you've completed your probation period, with your entitlement increasing with length of service.



Work / Life Balance

We offer a range of work / life balance benefits including:

- A suite of family friendly policies
- Enhanced maternity and paternity pay
- Bereavement leave
- Career breaks
- Emergency time off.



Training and Support

You will receive induction, relevant training, and regular 1:1 support meetings with your manager. We also provide opportunities for team development and, when needed, specialist training for teams.

We will support you to develop your career and, complete external and/or accredited training programmes relevant to your role.



Costs covered for NISCC registration

When you join us, we will pay your initial NISCC registration fee and, in recognition of loyalty of long serving staff, we will cover the cost of the annual NISCC registration fee for eligible staff who have completed three years' service.

Change Record		
Issue date	Nature of change	HRD sign off date
31/01/2025	First issue on new template	xx.xx.22