



Reach Deaf Services



#JOB-2447576



Reach Deaf Services, Deaf Village Ireland,
Ratoath Road, Cabra, Dublin 7, D07 V4KP



No of positions : 1



Paid Position



35 hours per week



46974.51 Euro Annually



08/05/2026



05/06/2026

How to apply

Application Method :

Not available



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online



Policy Officer

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

To take the lead on the timely and accurate creation, updating and review of policies for the Supported Living Service, boarding campus services, and any other additional services/projects which may become part of service practice.

Follow the internal system of reviewing and updating policies.

Monitor the HSE National Framework on Policy, Procedures, Protocols and Guidelines to ensure the service is compliant with their Service Level Agreements.

In collaboration with the Compliance and Standards Manager monitor the HSE National Quality Improvement Team developments and publications to implement practices as relevant to Reach deaf services.

Monitor legislation and policy development on a national and international level with relevance to the work of Reach Deaf Services.

Develop and hold Policy Tool talks to engage with staff on practice and ensure policies are adhered to via processes such as policy audits. Offer guidance to managers in the organisation and issue communication to all staff regarding policy developments and other related information.

Lead and collaborate with other departments to ensure all National Policies and Legislation is accessible to people who use our service.

Review all policies and support plans to ensure potential requirements/best practice under HSE, HIQA, Social Role Valorisation Model, Boarding/Community Models of Care, other relevant organisations and government bodies, and other relevant guidelines are met

Develop the operational policies and procedures in compliance with current legislation, regulations and standards on an ongoing basis.

Engage with service users and boarders for their feedback and input into policies.

Monitor and update the service when relevant government consultations are available for feedback.

Encourage service users to use their voice in government consultations.

Represent Reach Deaf Services at stakeholder events and meetings.

Support services users and colleagues when advocacy cases arise that require policy expertise.

Key Requirements:

Minimum 1–2 years' experience in a similar role

Strong knowledge of employment legislation

Social care level 8, health care management, social policy, health policy or other relevant qualification

Risk management quality assurance or willingness to gain within 12-24 months

Knowledge of HIQA standards

Prior experience of report writing

Strong experience of creating and writing policies

HSE National Framework of Policy Procedure Protocols and Guidelines (PPPG)

Excellent communication skills (writing & verbal)

Strong organisational and administrative skills

Ability to engage effectively with diverse stakeholders

Desirable:

Prior experience of working within a residential or community setting

Fluency in ISL, another signed language or a willingness to achieve within 2 years – this will be funded by the organization

- This vacancy is suitable for Remote/Blended working
- **Sector:** human health and social work activities

Career Level

- Not Required