



**Job Title:** Youth Officer

**Number of Post(s) & Contract Type:** x1, Fixed Purpose Contract

**Location(s):** Westview Project, Probation Day Centre, Cork City

## About Foróige

At Foróige, you're not just taking on a job- you're joining a movement that empowers young people and transforms communities. With over 600 dedicated staff and thousands of volunteers, we work together to create impactful change through innovative programmes, clubs, and services.

Foróige is an independent, non-profit national voluntary youth organisation engaged in out-of-school youth development and education. The purpose of the organisation is to enable young people to involve themselves consciously and actively in their own development and the development of society.

## About the Project

Foróige in partnership with Young Persons Probation Service is currently recruiting a Full Time Youth Officer for the Westview Project. The project provides services that meet with the Day Care Centre Order requirements of the Children's Act 2001.

The Youth Officer will work as part of the Foróige team in Cork reporting to the West View Coordinator in Cork. The Westview Team in conjunction with Young Persons Probation develop and implement appropriate interventions for young people which reduce offending behaviour, facilitate stability, and promote progression. Engaging identified young people who have offended or are at risk of further offending in a process of learning and development that will enable them to examine their own actions and promote positive lifestyle choices that will protect them from involvement in criminal, harmful or socially unacceptable behaviours.

A provision of programmes catering for the young people under the age of 23 years who are under court order and who are of moderate to high risk of reoffending. The programmes and activities will meet the requirement of a Day Care Centre Order under Section 118 of the Children Act 2001 (as amended).

The selected activities / programmes would be part of an individual case plan designed to address the offending behaviour. At their core, the programmes will challenge offending behaviours, enhance social skills development and equip the young people in utilising their time in a positive and productive fashion. All of the work is carried out within the ethos of the Young Persons Probation and Foróige.



## Key Responsibilities

The Youth Officer will be employed by Foróige and will be given a contract of employment. It must be understood however, that if the position becomes redundant at any time during the period of the contract or if the funding for the post is discontinued or a post holder fails to perform satisfactorily, employment may be terminated.

### **Key Responsibilities**

The duties of the Youth Officer shall be notified by the Board of Foróige and/or their nominee. The function is achieved through fulfilling the main duties outlined below:

- Act as a positive role model and maintain an appropriate, safe atmosphere within the service.
- Engage young people and build their motivation, support them in setting and achieving goals.
- Identify and develop progression routes in conjunction with the young person and their Probation Officer.
- Organise activities and supervise young people inside and outside the centre.
- Collaborate with Probation Officers in the design and deliverance of agreed interventions.
- Participate in team meetings
- Liaise with families and other relevant agencies/services as required.
- Completing accurately and submitting on time any standard clerical procedures, administrative tasks, reports, annual plan and other written reports as required for Management and Funders.
- Assist in the review and evaluations of the programmes ensuring outcomes have been met.
- Partake in line supervision and relevant training.
- Fulfil any other duties and responsibilities required to ensure the smooth running of the services
- Any such other relevant duties as the National Council and/or the Chief Executive or the nominee of the Chief Executive shall deem necessary for the effective implementation of Foróige's policy and programmes and the Programmes of the Westview Project.



## Professional Qualification, Experience (D: Desirable; E: Essential)

- Education to Degree standard preferably in the area of Youth/ Justice/ Social / Community Work (E) (candidates with exceptional relevant work experience may also be considered in lieu of degree qualifications)
- A minimum of 1 year professional experience of working face-to-face with at risk youth (12-23 year olds) in a youth justice setting. (E)
- Access to a car and full driving licence. (E/D - role/location dependent)

## Person Specification (Essential)

- Ability to build and maintain effective relationships with young people
- Ability to be proactive, use own initiative and work effectively within a pressurised environment
- Positive and flexible approach to working as part of a team
- Excellent verbal and written communication skills
- Ability to follow organisational guidelines and processes.
- Knowledge and experience of systems, processing and administration
- Flexibility in relation to hours of work to meet the needs of the work.

## Benefits to Support You

**Salary:** Foróige Youth Officer Salary scale: €38,558, €40,163, €41,769, €43,376, €44,982, €46,592, €48,201, €50,601, €53,001. The highest starting point for this role will be point 5.

**Annual Leave:** 29 days annual leave plus Good Friday.

**EAP:** 24/7 Employee Assistance.

**Pension:** Contributory pension benefits.

### Bike to Work Scheme

### Commuter Travel Tax Saver Ticket

**Training & Development:** Structured onboarding together with a 9 day Foróige Induction Programme. Ongoing CPD.

**Study Leave:** Up to 5 days paid Study Leave per year of course.



**Organisation Culture:** Support & Supervision policy and practices that supports your professional development.

### Progression Opportunities

**Career Break:** Up to 2 years Career Break after 3 years' service.

**Unpaid Leave:** Up to 6 months Unpaid Leave Break 1 year service.

**Flexible Work:** Flexible work practices that support work life balance.

**Maternity and Paternity Benefit:** Top up Maternity and Paternity Benefit pay.

### Other Information

**Garda vetting:** Candidates under consideration for employment in Foróige will be subject to Garda vetting.

**Hours of work:** You will be expected to work a minimum of 35 hours per week. The position will require flexibility in relation to working hours. It is expected that you will work some late evenings/ nights per week (for full time this will be up to 3 late evenings) and some weekend work.

**Travel:** This post will involve domestic travel within Ireland and occasional meetings. Travel and expenses will be paid in accordance with appropriate Foróige rates.

**Applications:** Please complete the Foróige Application form online [here](#).

**All information related to Foróige, our annual report, our work, our projects and services is available on our website - please see [www.foroige.ie](http://www.foroige.ie) for additional information**

Foróige is not in a position to sponsor work permit applications. All applications should hold a valid work permit and permission for ROI.