

**JOB DESCRIPTION**

<b>PROJECT:</b>	<b>FORÓIGE YOUTH &amp; FAMILY SUPPORT SERVICE</b>
<b>JOB TITLE:</b>	<b>PROJECT WORKER</b>
<b>TYPE OF CONTRACT:</b>	<b>ONGOING</b>
<b>HOURS:</b>	<b>35 HOURS PER WEEK MINIMUM</b>
<b>BASE:</b>	<b>Foróige Hub, Castlebar, Co. Mayo.</b>
<b>ANNUAL LEAVE:</b>	<b>29 DAYS PER YEAR (PRO-RATA)</b>

**About Foróige**

Foróige is an independent, non-profit national voluntary youth organisation engaged in out-of-school youth development and education. The organisation aims to enable young people to involve themselves consciously and actively in their own development and the development of society. Foróige employs over 400 staff and involves thousands of volunteers in the creation and delivery of high-quality services to young people through the operation of over 600 Foróige Clubs and over 140 General Youth Services and Special Projects. These community-based and community-supported initiatives are run throughout the country, in rural and urban environments, and generally in partnership with various voluntary and statutory agencies. The organisation is a registered charity and is supported by a combination of statutory, philanthropic and corporate funding. Foróige is an equal opportunity employer and is committed to a policy of Equality of Opportunity in its employment practices.

**Role information**

The aim of the Youth & Family Support Service is to support children, young people and their families who are experiencing difficulties at home or within the community.

The Project Worker will work as part of the wider Foróige Youth and Family Support Service Team and PPFS structure. The target group for this service is primarily young people aged 10-18 and their families from across the Mayo area but focusing on the Castlebar catchment area.

The role arose out of a clearly identified need to respond in a comprehensive, holistic way to the needs of particular young people and their families who are experiencing adversities, in particular those at level 2 and 3 of the Hardiker model. The role is centered around an experiential, resilience building programme designed to promote positive coping capacities and the maintenance of a sense of self in the face of stressful and difficult circumstances.

### **Key Responsibilities**

The successful candidate will be employed and case-managed by Foróige and funded by TUSLA 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.

The duties of the worker in carrying out any functions, which may be involved in or arise out of the appointment, shall be notified by the board of Foróige and/or its Chief Executive and/or the nominee of the Chief Executive from time to time. These duties will include but are not limited to:

#### ● **Youth Focus**

- ☐ Assess the needs and interests of young people referred
- ☐ Develop and implement programmes based on the identified needs
- ☐ Support young people either in one-to-one support, personal development groups or personal development residential trips..
- ☐ Deliver programmes that promote youth participation
- ☐ Work collaboratively with Tusla and other referrers to meet the needs of children/young people
- ☐ To build appropriate professional relationships with families and young people and encourage families and young people to identify support needs at an early stage
- ☐ Work as part of a team in organising and running programmes for the young people attending the project including residential trips to the Foróige residential center and other suitable centers
- ☐ Promote Foróige as a source of support for young people in the community

#### ● **Family Focus**

- ☐ Carry out assessment of parents and family's needs in partnership with the family and other key personnel
- ☐ Support referred families utilising parenting programmes and Foróige programmes.
- ☐ Deliver parenting programmes including but not limited to Common Sense Parenting, Non-Violent Resistance and Decider Skills
- ☐ Facilitate the Meitheal model where appropriate as support for families
- ☐ Promote Foróige as a source of support for parents and families in the community

#### ● **General Focus**

- ☐ Adhere to Foróige and Tusla procedures
- ☐ Attend training to update knowledge and skills in the area of Youth and Family Services including volunteer recruitment training and support
- ☐ Maintain records in line with Foróige operating procedures and in line with current data protection legislation
- ☐ Attend team and other meetings including case conference and family meetings as required
- ☐ Carry out review/evaluation of the effectiveness, efficiency and quality of service.
- ☐ Contribute to the on-going development of the service
- ☐ Participate in out-of-hours work, weekend work, and residential trips as required

- ☐ Work in conjunction with other agencies, schools and community groups in servicing the needs of families, children and young people
- ☐ Identify gaps in service provision in the area and work in collaboration with the community in addressing these gaps
- ☐ Recruit suitable leaders/volunteers/students for the service who will assist in the delivery of programmes in line with Foróige guidelines
- ☐ Any such other reasonable 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 the policy and programmes of Foróige and the Foróige Youth and Family Support Service

### **ELIGIBILITY CRITERIA**

#### **Qualifications and Experience (E) = Essential, (D) = Desirable**

Candidates must, on the latest date for receiving completed application forms for the office possess:

- Education to National Diploma or Degree standard in Social Care field or **other relevant areas. (E)**
- A minimum of 1 year employment (working with vulnerable children and families) in a similar or related field **(E)**
- Knowledge and understanding of Foróige, and TUSLA Family support services based in Roscommon. **(D)**
- Experience of planning, implementing and reviewing programmes and interventions with children and families in the community **(D)**
- Car owner and full driving licence **(E)** Category D driving licence an advantage **(D)**
- Ability to engage with the target group **(E)**

#### **Person Specification (all Essential requirements)**

- Ability to build and maintain effective relationships with young people
- Good interpersonal skills, including ability to liaise with a wide range of contacts and build and maintain effective working relationships
- Ability to be proactive, use own initiative and work effectively within a pressurised environment
- Ability to plan and organise self and work load effectively
- Positive and flexible approach to working as part of a team
- Ability to follow organisational guidelines and processes.

**Requirements of all Foróige staff (all Essential requirements)**

- Commitment to the purpose of Foróige and to work within the values, policies and procedures of the organisation
- To act consistently in a professional manner at all times
- To participate in regular supervision with your line manager
- Flexibility in relation to hours of work to meet the needs of the work. Work during unsocial hours may be required.
- Identify training needs with your line manager and participate in training opportunities appropriate to the role
- To undertake other duties as may be requested by the board of Foróige and /or the Chief Executive Officer of Foróige or their nominee from time to time

**Additional Considerations for the Role**

**Funding:** It must be understood that if the funding for the post is discontinued the post holder's contract may be terminated.

**Garda vetting:** As our work involves contact with young people, candidates under consideration for employment in Foróige will be subject to Garda vetting.

**References:** The successful candidate will undergo 2 reference checks before commencing employment with Foróige.

**Annual Leave:** The Project Worker will be entitled to 29 days annual leave pro rata plus public holidays. The needs of the job must be considered when applying to take this leave.

**Salary:** The salary for this position will be discussed with the successful candidate upon appointment. This will be based off of the Foróige Youth Officer Salary Scale: €38,558, €40,163, €41,769, €43,376, €44,982, €46,592, €48,201, €50,601, €53,001.

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



**Base:** The employment base for this post will be in The Foróige Hub, Castlebar, Co. Mayo.

**Applications:** Applications should be made by way of the Foróige job application form only which is available [here](#).