

## JOB DESCRIPTION

**Job Title: Youth Officer x2**

**Job Ref: FRGJOB\_525**

**Project: The Integrated Youth and Family Project, Louth Meath**

**Contract Type: Initial 12 month contract and 6 month maternity leave contract**

**Reporting to: Foróige Area Manager / Senior Youth Officer Hours: 35**

**hours per week minimum**

**Annual Leave: 29 days per annum (prorated)**

### **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 580 Foróige Clubs and over 150 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.

### **Project Information**

Established in 2019 the Integrated Youth and Family Project (IYFP) is a partnership between Foróige and Tusla, offering structured support to identified at-risk young people and families

within the Tusla Louth Meath area. The Project is funded by Tusla through the Creative Community Alternatives Initiative (CCA). The objective of each CCA project is to support children to live in their community 24/7 resulting in fewer children in residential care; more children stopped from coming into residential care; prevention through creative community alternatives; and de-escalation to community through creative community alternatives.

The Project offers a structured support to identified, at-risk young people and from time to time their families. The Project provides specialist intervention and support services to:

- 1.) Identified young people, who are at risk of reception into care.
- 2.) Young people who are in foster care and approaching disengagement.
- 3.) Young people with identified additional emotional needs or levels of risk.
- 4.) Parents and siblings of those engaged.

The project aims to meet a clearly identified need to respond in a comprehensive, holistic way to the needs of vulnerable young people and their families. Interventions that will be delivered are experiential, developmental, resilience building programmes designed to promote positive coping capacities and self-care in the face of stressful and difficult circumstances.

Programmes range from one to one and group programmes with young people to parenting and whole family support with a view to increased integration of the young person and family into the community. The project operates from a strengths based perspective. Young people are referred to the Project by a Tusla Oversight Group.

The IYFP consists of 1 Senior Youth Officer and 4 Youth Officers with a catchment area of Louth and Meath.

This project aims to enable young people and their families to address a wide range of issues, which are prevalent for them, and to increase their capacity in achieving their full potential in life. Specifically the project works:

- ☐ To provide specialised developmental programmes and outreach services to help young people learn new skills to deal with the difficult issues they face in their lives in constructive and resourceful ways.
- ☐ To facilitate direct interventions for targeted young people and their families, which are needs and strengths led that will enable them to develop their capacity and inner strength to reconnect and integrate into their community.
- ☐ To implement a range of programmes that will enable participants to develop interpersonal skills to deal with their emotions and difficult experiences.
- ☐ To enable participants to actively identify and generate solutions to their current adverse life circumstances.
- ☐ To provide an integrated response to the needs of vulnerable young people and their families in the context of achieving better outcomes for the young person.
- ☐ To aid the development of participants knowledge, skills and attitudes which will enhance their self-confidence and promote empathy with the ideas, attitudes and

feelings of others.

- ☑ To work with existing services to ensure that the best possible service is provided to respond positively to the needs of young people and their families.

### **Key Responsibilities**

The successful candidate will be given a contract of employment by Foróige, 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 Youth Officer in carrying out any functions which may be involved in or arise out of the appointment, shall be notified by the Foróige Area Manager, the Board of Foróige and/or its Chief Executive or nominee. These duties will include, but are not limited to:

- Working in partnership with Tusla's Creative Community Alternatives Governance Group and with the Foróige Senior Youth Officer, identifying and responding effectively to the needs of the young person at high risk.
- Building and maintaining effective working relationships with key stakeholders in the community.
- Designing and engaging young people in intensive one to one and group work programmes as well as parenting and whole family supports.
- Enlisting the support of parents/guardians, family members and others to enable them to engage effectively with the young person in youth development programmes and activities and enabling them to engage effectively with the young person in supporting behaviour change.
- Working with the young person individually in order to facilitate integration into the community with a view to exploring alternative hobbies and interests to enable the young person to develop in the areas of personal effectiveness, self-esteem, confidence, social competence, character development and educational achievement.
- Engaging effectively with parents/guardians and other family members to support them in their own role with the young person.
- Developing planned crisis intervention responses for young people referred to the project.
- Enabling the young person to explore the range of options available to them particularly with regard to education/training and or/employment.
- Attending case conferences, regular reviews and meetings with Tusla personnel.
- Assisting the young person and family to access appropriate community resources and services, i.e. provide information and support and/ or referral to relevant agencies.
- Enabling and empowering the young person to fully participate in their own development

and that of their community.

- Reporting to the Foróige Senior Youth Officer (Direct line supervisor) or nominee as necessary and complete relevant Foróige administration and reporting relating to the role.
- Any such other relevant requirements as the Area Manager, Board of Foróige 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.

### **Professional Qualifications and Experience**

*(E) = Essential, (D) = Desirable*

- Education to Degree standard in a relevant discipline. **(E)**
- Up to three years of relevant experience of working with young people experiencing adversity and in planning interventions in order to achieve the best possible outcomes for the young person and their family. **(E)**
- Experience in working with families and parents, facilitating parenting and whole family programmes. **(D)**
- Demonstrable knowledge and understanding of Foróige's philosophy and approach to youth work and engaging young people and families. **(E)**
- Ability to work in an efficient manner. **(E)**
- Car owner with full driving licence. **(E)**
- A good knowledge and understanding of Tusla's National Policy Framework for Children and Young People, Tusla's National Service Delivery Framework including Tusla's National Practice Model for Children and Young people. **(E)**
- Knowledge of other youth, community and family support projects in the County. **(D)**

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

- Good interpersonal skills, including ability to liaise with a wide range of contacts and build and maintain effective working relationships.
- Excellent standards of accuracy and attention to detail.
- Ability to be proactive, use own initiative and work effectively within a pressurised environment.
- Positive and flexible approach to team working.
- Good written communications skills, including ability to draft summary information and correspondence.
- Computer literate.
- Flexibility with working hours and travel are required.

### **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 immediate line supervisor. · Flexibility in relation to hours of work to meet the needs of the work. Work during unsocial hours will 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 Chief Executive Officer of Foróige or their nominee.

### **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.

**Medical:** The successful candidate will be required to undertake a medical questionnaire / pre-employment medical examination.

**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.

**Salary:** The salary will be based on the Youth Officer salary scale below:

35,106; 36,567; 38,029; 39,492; 40,954; 42,420; 43,885; 46,070; 48,255

Salary will be dependent upon qualifications and experience.

**Hours of work:** The Youth Officer will be expected to work a minimum of 35 hours per week, 20 of these will be direct contact hours with young people/families. The position will require flexibility in relation to working hours. It is expected that the Youth Officer will work at least 3 late evenings per week (up to 11pm) and regular weekend work.

**Annual Leave:** The Youth Officer 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

**Base:** The office base will be located in Navan, Co. Meath area- The base is subject to change, dictated by the service needs and demands. The Youth Officer will work with young people

and families across both Louth and Meath.

**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:** Applications for this role should be made by way of a Foróige application form which is available to download from the 'careers' section on our website [www.foroige.ie](http://www.foroige.ie) and emailed to [recruitment@foroige.ie](mailto:recruitment@foroige.ie)

**Interviews:** There are two stages of interviews. Internal candidates may be required to attend a first round stage interview.

***Note:** A panel may be formed from which future positions funded from a variety of sources may be filled.*