



Job Description

Job Title:	Youth Officer, Zone Youth Health Café
Location:	Phibblestown Youth & Community Centre, Phibblestown, Dublin 15
Type of contract:	Ongoing
No of hours:	35 hours per week minimum (Tuesday to Saturday inc.)
Annual leave:	29 days per year (pro-rated)

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 Foróige Clubs and 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.

Project information

The Zone Youth Health Café is managed by Foróige. The Project is funded by the HSE Sexual Health & Crisis Pregnancy Programme. The Youth Officer in this project will work as part of the Foróige Dublin 15 team and in partnership with UBU Blanchardstown and the Clubhouse. The café aims to improve young people's knowledge of sexual and general health, in the context of a youth friendly service, and to assist young people to develop skills and attitudes which enhance their ability to make positive lifestyle choices. This is done, in part, by providing a safe drug and alcohol-free space for young people aged 12 - 18 years with a focus on those over 14, particularly those most at risk of teenage crisis pregnancy. It targets young people that are not currently engaged in a specific youth activity and provides an introduction to available youth programmes and activities. It also targets young people attending the café to take part in programmes addressing sexual health, providing education, awareness and accurate information while developing their life skills through a range of activities, in line with best practice.

Key Responsibilities

The successful candidate will be part of the Foróige team reporting to the Area Manager, Dublin Fingal. The Youth Officer will work with young people and volunteers and also be

involved in working with parents, and liaising with adults and professionals from other agencies who work in the area.

The successful candidate will be based in Phibblestown, Dublin 15 and will be given a contract of employment. This contract of employment will commence immediately and will be a fixed term contract for one year. It must be understood that should the position become redundant at any time during the period of the contract or if funding for the post is discontinued or if the post holder fails to perform satisfactorily, the contract may be terminated.

The duties of the Youth Officer shall be notified by the Organisation's National Executive and/or its Chief Executive or nominee. These duties will include:

- Identifying young people at risk of teenage crisis pregnancy aged 12-18 years and recruiting them to participate in the activities of the Zone Youth Health Cafe.
- Developing and operating the Zone Youth Health Café.
- In conjunction with the Foróige Manager and Senior Youth Officer designing, organising and implementing educational programmes, related to teenage health, life skills, safe use of leisure time, decision making and other skills.
- Recruiting, training and developing adult volunteers to facilitate the development of the Zone Youth Health Cafe.
- Establishing and maintaining links with all youth serving agencies in the area, the Gardaí and schools and examining the potential and scope for greater co-operation and co-ordination of effort between statutory and voluntary groups in the area and, where appropriate, arranging for co-operation and co-ordination to take place.
- Complete reports and other administrative tasks as required.
- Any such other relevant duties as the National Executive and/or the Chief Executive and/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 Zone Youth Health Café.

Professional Qualifications and Experience

- Education to National Diploma or Degree standard preferably in Youth / Health Promotion Work (note: candidates with exceptional, relevant work experience may also be considered in lieu of degree qualifications) (E)
- A minimum of 1-year relevant work experience (D)
- Access to car and full driving licence (E)
- Paid or voluntary, experience working with young people (D)
- An understanding of Youth Work and Community Work methodologies (D)
- Ability to engage target group (E)

Person Specification

- 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.
- Good computer skills, including Word processing, Excel, Internet and PowerPoint.

Requirements of all Foróige staff

- 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 is 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 Chief Executive Officer of Foróige or their nominee from time to time.

Additional Considerations for the Role

Medical: The successful candidate will be required to complete 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.

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

Hours of work: The position requires set working days and night-time and weekend working hours. **The working days for this post are Tuesday to Saturday.** It is expected that the Youth Officer will work up to three late evenings/ nights per week and every Saturday.

Salary: Salary will be discussed with the successful candidate upon appointment. It will be based on Foróige's Youth Worker salary scale: €35,106, €36,567, €38,029, €39,492, €40,954, €42,420, €43,885, €35,106, €46,070, €48,255

Base: The employment base will be the Phibblestown Youth & Community Centre, Phibblestown, Dublin 15.

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 on our website under the “current vacancies” section. Please email your application to recruitment@foroige.ie.

Foróige is committed to a policy of Equality of Opportunity in its employment practices.

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