



Clár Éire Ildánach
Creative Ireland
Programme



JOB DESCRIPTION

<u>Job Title:</u>	Youth Officer
<u>Project:</u>	City Instincts (Creative Ireland Programme)
<u>Location:</u>	Christchurch, Dublin 8
<u>Contract Type:</u>	Ongoing
<u>Hours:</u>	35 hours per week minimum
<u>Annual Leave:</u>	29 days per year pro rata

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 500 staff and involves thousands of volunteers in the creation and delivery of high-quality services and supports to young people through the operation of Foróige Clubs, Youth Services and Special Projects. These community-based and community-supported initiatives are run throughout the country, 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

City Instincts is a creative youth work programme for 13 - 24-year-olds who are seldom heard, in need of nurturing and living in Dublin City. The programme, funded by The Creative Ireland programme, aims to engage and unite marginalised young people through 5 creative mediums - Dance, Street Art, Music Production, Digital Media and Cookery. "City Instincts" will be operated by Foróige and will run in line with the principles of the Creative Ireland Youth Plan 2023 - 2027, funded through the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media. The Youth Officer's work will focus on developing participants' creative competencies and building young people's determination, agency and confidence as they approach or navigate young adulthood. With City Instincts, we aim to primarily work with 5 target groups that are seldom heard: 1. Refugees and asylum-seekers 2. the neurodivergent community 3. LGBTI+ young people 4. Young Travellers 5. Young people Engaged with the youth justice system

Key Responsibilities

The successful candidates 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.

The duties of the Youth officer will include but are not limited to:

- Liaising with IPAS, CAHMS, Túsla, schools, youth services, specialised support services and others to recruit and engage young people 13 - 24 years old who will benefit from engagement in the Creative Arts.
- Designing and facilitating individually tailored programmes in Dance, Street Art, Music Production, Digital Media and Cookery for groups of young people throughout Dublin City. Occasional 1 to 1 work will take place.
- Liaising with relevant professionals and external agencies to identify the needs, supports available and desired outcomes for participants
- Providing outreach and supporting young people from marginalised groups to engage in Creative and Digital Youth work
- Forming and supporting a Youth Advisory Project to drive and direct the workplan
- Working in partnership with line manager and Foróige staff to design, implement and evaluate project activities
- Reporting on project progress and work completed to The Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media,
- Working closely with the Creative Ireland Programme on an agreed Public Engagement Strategy for the Project
- The coordination of a celebratory event to showcase the work of City Instincts
- Any such other duties as the board of Foróige and/or The Chief Executive or their nominee shall deem necessary for the effective implementation of the policies and programmes of Foróige.

Professional Qualifications and Experience (E) = Essential, (D) = Desirable

- Education to National Degree standard preferably in Youth / Community Work, the Arts or Digital Media (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 (E)
- Access to car and full driving licence (E)
- Paid or voluntary, experience working with vulnerable young people (D)
- An understanding of Youth Work and Community Work methodologies (D)

Person Specification (all Essential requirements)

- Ability to build and maintain effective relationships with young people and parents
- A strong interest in the Creative Arts/Digital Youth Work
- 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 working as part of a team
- Good written communications skills, including ability to draft summary information.
- Ability to follow organisational guidelines and processes.
- Good computer skills, including Word, Excel, Internet, PowerPoint and Social Media

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

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 complete a medical questionnaire / undergo a pre-employment medical.
- 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 City Instincts 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.
- Hours of work:** The City Instincts Youth Officer will be expected to work a minimum of 35 hours per week. Please note this position will require flexibility in relation to working hours. It is expected that the Youth Officer will work some late evenings and some weekend work.
- Salary:** Foróige Youth Officer Salary scale: €35,632, €37,116, €38,599, €40,084, €41,568, €43,056, €44,543, €46,761, €48,979

Travel: This post has a Dublin City Remit and will involve regular travel within the city. Travel and expenses will be paid in accordance with appropriate Foróige rates.

Base: The employment base for this post will be Foróige, Unit 2b, Christchurch Hall, Hill Street, Christchurch Pl, The Liberties, Dublin 8, Dublin, D08 VNW9

Applications: To apply please fill out our [online application form](#).

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