



Rialtas na hÉireann
Government of Ireland



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JOB DESCRIPTION

Job Title:	Family Support Worker
Location:	BLOCK Youth Diversion Project
Type of contract:	Fixed Term Contract (1 Year)
Responsible to:	Area Manager
No of hours:	35 hours per week minimum
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 500 staff and involves thousands of volunteers in the creation and delivery of high quality services to young people through the operation of Foróige Clubs, the Big Brother Big Sister Programme and General Youth Services and Targeted 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

This post is to provide additional services and supports to parents/guardians and families of those engaged in the BLOCK Youth Diversion Project.

Youth Diversion Projects are Community based, multi-agency youth crime prevention initiatives which primarily seek to divert young people who have been involved in anti-social and/or criminal behaviour by providing suitable activities to facilitate personal development, promote civic responsibility and improve long term employability prospects. The projects may also work with young people who are significantly at risk of becoming involved in anti-social and/or criminal behaviour. By doing so, the projects contribute to improving the quality of life within communities and enhancing Garda/community relations.

This is a very exciting opportunity for candidates with an interest and capability in this type of work. The role will involve work with families of the Youth Diversion participants. This work will be operated and managed by Foróige, with the support and advice of An Garda Síochána, the current Youth Diversion Project Advisory Committee and local community partners

KEY RESPONSIBILITIES

The Family Support Worker will be employed by Foróige for a fixed term contract. 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 Family Support Worker, in carrying out any functions which may be involved in or arising out of the appointment, shall be as notified by the board of Foróige and/or its Chief Executive Officer from time to time. These duties will include:

- i) Assessing and responding to the needs of the parents/guardians and/or other family members of Youth Diversion Project participants in accordance with Foróige policy and procedures.
- ii) Engaging targeted parents in a process of learning and development that will enable them to examine their own and their child's behaviours and aid them to support their child to make positive lifestyle choices that will protect them from involvement in criminal, harmful or socially unacceptable behaviours.
- iii) Identifying the needs of project participants' families in line with the YLS/CMI 2.0 and in conjunction with the Youth Justice Workers and developing case plans to meet those needs.
- iv) Engaging with young people who have offended, or are at risk of offending, on both a one-to-one and group level.
- v) Designing, implementing and evaluating outcomes focused parenting and parent/ child interventions.
- vi) Engaging with and supporting parents, guardians and family members to engage effectively with their young person to facilitate positive behaviour change.
- vii) Building and maintaining relationships with local stakeholders, particularly An Garda Síochána and other services engaged with young people in the catchment area.
- viii) Ensuring that the Youth Diversion Project is operating in accordance with the YDP Operational Requirements, YDP Assessment and Case Planning Guidelines and all other policies and guidelines set out by Foróige and the Department of Justice
- ix) Completing accurately and submitting on time any standard clerical procedure of expenses, quarterly performance reports, annual plan etc.
- x) Operating efficient office procedures in line with data protection act requirements e.g. filing, keeping records etc.
- xi) Attending committee and team meetings and preparing written reports as required by Management, Project Committee and Funders.
- xii) Any such other relevant duties as the board of Foróige and/or the Chief Executive Officer or the nominee of the Chief Executive shall deem necessary for the effective implementation and the policy and programmes of Foróige and the Youth Diversion Project.

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE (E=essential; D=Desirable)

- Education to Degree standard preferably in Youth / Justice / -Family Support work **(E)**
- 1 year experience in a Youth Diversion Project, Family Support or similar role. **(E)**
- Experience in working with families **(E)**
- Access to a car and full Irish driving licence **(E)**
- Relevant paid or voluntary experience of working with young people **(D)**

- Exposure and understanding of YOUTH DIVERSION work and of working with young people at risk **(D)**

PERSON SPECIFICATION (All Essential requirements)

- Ability to build and maintain effective relationships with young people and their families
- Good interpersonal skills, including the 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 the ability to draft summary information and correspondence, good report writing skills
- Good computer skills, including Word processing, MS Access, Excel, Internet and PowerPoint

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 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.
- 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:** 29 days annual leave pro rata per annum plus public holidays. The needs of the job must be considered when applying to take this leave.

Hours of work: The Family Support Worker 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 the Family Support Worker will work up to 3 late evenings or early mornings and some weekend work.

Salary: Based on Foroige Youth Officer salary scale: €34,587; €36,027; €37,467; €38,908; €40,349; €41,793; €43,236; €45,389; €47,542. Starting salary will be confirmed to the successful candidate(s) upon appointment

Base: The employment base for this role will be the Portlaoise

Applications: Applications should be made by way of the Foróige job application form only. The job application form is available to download from the 'careers' section of our website www.foroige.ie