



Rialtas na hÉireann
Government of Ireland



Có-mhainithe ag an
Aontas Eorpach
Co-funded by the
European Union

ciste na
gcuntas díomhain
the dormant
accounts fund



JOB DESCRIPTION

Job Title:	Senior Youth Officer X 6
Location(s):	Tallaght X 4 South Inner City, Dublin x 1 Laois x 1
Job Reference:	FRGJOB_416
Job Project:	Youth Diversion Project
Contract Type:	Initial fixed term contract

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 560 Foróige Clubs, the Big Brother Big Sister Programme and over 160 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

The Youth Diversion Project, is a community based, multi-agency youth crime prevention initiative which primarily seeks 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 project also works with young people who are significantly at risk of becoming involved in anti-social

and/or criminal behaviour. These projects are part of a network of Youth Diversion Projects; funded by the Department of Justice and by the European Social Fund and Dormant Accounts, in conjunction with An Garda Síochána and is managed by Foróige. Under the new Youth Justice Strategy 2021 – 2027, Foróige has been funded to employ Senior Youth Officers in specific areas to build the capacity of the Foróige YDP Network in these areas to achieve better outcomes for young people in the projects.

Key Responsibilities

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

- Leading, guiding and supporting the work of the Youth Diversion Project, in conjunction with the Area Manager, including project expansions where applicable.
- Supporting and supervising project staff.
- Delivery of youth justice interventions to young people.
- Identifying the needs and strengths of young people and their families, and developing case plans to respond to them effectively.
- Ensuring that the YDP interventions are needs led, evidence based and outcomes focused.
- Working in partnership with local agencies, in responding to the needs of young people at risk of offending or reoffending.
- Building and maintaining effective working relationships with An Garda Síochána.
- Co-ordinating and supporting the development of the YDP Advisory Committee and Referral Assessment Committee.
- Ensuring compliance with Foróige policies, procedures and guidelines, and YDP Operational Requirements.
- Ensuring that plans and reports are completed in line with the expectations of the funder.
- Staff recruitment.
- Administration, budgeting and resource management.
- Initiating and contributing to local, regional and national initiatives, committees and structures in relation to responding more effectively to the needs of young people.
- Any other duties that may be assigned from time to time.

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

- Education to minimum Degree level (Level 7 NFQ) in a relevant discipline (E)
- Previous line management and supervision experience (D)
- A minimum of 3 years' experience of working with young people and families experiencing adversity in their lives and in planning interventions in order to achieve the best possible outcomes. (E)

- Experience working with families and parents (E), particularly in delivering parenting and whole family programmes (E)
- Experience in establishing, leading and coordinating new and innovative responses to youth needs. (E)
- Ability to work in an efficient manner and to lead and motivate others. (E)
- Car owner with full driving licence. (E)

Person Specification (all Essential requirements)

- Ability to build and maintain effective working relationships.
- Good interpersonal skills, including ability to liaise with a wide range of contacts.
- Excellent organisational skills and high 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 and correspondence.
- Ability to follow organisational guidelines and processes.
- Good computer and presentation skills.

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

Medical: The successful candidate may 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.

Annual Leave: 29 days annual leave pro rata plus public holidays

Hours of work: Minimum of 35 hours per week. Please note this position will require flexibility in relation to working hours and will work late evenings (up to 11pm) and regular weekend work.

Salary: Senior Youth Officer Scale: €48,859; €50,639; €52,359; €54,075; €55,789; €57,503..

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.

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

Applications: Applications should be made by way of the Foróige job application form only and emailed 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 may be filled.