** Part time Project Worker**

**(Maternity Cover)**

**JOB DESCRIPTION**

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| **Location:** | KDYS Springboard Project, Tralee |
| **Works with:** | Springboard Project Team |

**Job Summary**

 To develop, implement and evaluate programmes to respond to the needs of children, young people and families referred to the Tralee Springboard Project, working in partnership with the families and other statutory, community and voluntary organisations.

**Key Duties & Areas of Responsibility will include:**

* To engage with vulnerable children, young people and their families that are experiencing difficulties and that are referred to the project.
* To work on a one to one individual and/or in a groupwork setting.
* To devising appropriate interventions and programmes to meet identified needs, in innovative and creative ways that are child centred as well as stimulate & enhance the children’s physical, intellectual, linguistic, emotional and social development.
* To develop and implement programmes that intervenes on a therapeutic and practical level with families in order to effect change in behaviour and/or relationships.
* To prepare reports on individual children or families for case conferences or other meetings concerning the welfare of the children/families and to maintain appropriate written records of all work undertaken.
* To communicate clearly and openly with an ability to treat information confidentially and appropriately.
* Provide opportunities for engaging with local community based services for families.
* To ensure that professional standards are maintained and monitored in the delivery of services.
* Working closely as part of the team, in terms of the service design and the evaluation of the effectiveness of the service to achieve the overall aims of the project.
* Actively participate in both internal and external networks, structures and events relevant to the post
* Being vigilant and adhering to KDYS procedures concerning the neglect or abuse of children with particular reference to Children First guidelines and procedures.
* Maintaining appropriate written records of all the work undertaken.
* To prepare for and attend individual supervision on a regular basis.
* To undertake other duties as may be requested.

**Special conditions**

* A relevant degree in youth work, community work, family support, social care, social work, education or other relevant discipline is essential.
* Minimum 1 years relevant work experience
* This post requires frequent evening and weekend work, at times when young people are available and/ out of school.
* Fluency in English, both written and verbal
* Full, clean drivers license

**Skills, competencies & attributes**

**Specialist Knowledge, Expertise & Self Development**

* Evidence of professional knowledge in Social Care, Family support, Youthwork or related field.
* Experience in working with young people (particularly with young people who present with complex needs) in a dynamic/engaging way using a variety of methodologies.
* Have experience of utilising specific (age and gender specific) programmes that address Parenting, Anger Management, Behavioural issues etc.
* Reflects on and is committed to own development personally and professionally.

**Programme development and delivery**

* Analytical skills with the capacity to absorb/organise new information to ensure continuing best practice.
* Demonstrates the ability to apply appropriate approaches and methodologies.
* Understands the importance of health and safety within the workplace overall and with emphasis on the delivery of programmes and activities with young people.

**Teamwork**

* Experience of working effectively in a team environment.
* Develops and maintains good working relationships with others, sharing information and knowledge, as appropriate.
* Maximises the contribution of the team, encouraging ownership, providing support and working effectively with others.
* Contributes to the development of policies in own area and the wider organisation

**Administrative & Technical Skills**

* Experience in Microsoft Office (Word, Excel, Access & Powerpoint etc).
* Experience of maintaining accurate paper and electronic record systems.

**Delivery of Results**

* Assumes responsibility for and delivers on agreed objectives / goals.
* Ensures all outputs are delivered to a high standard and in an efficient manner.

**Interpersonal & Communication**

* Communicates in a fluent, logical, clear and convincing manner verbally and in writing.
* Is able to listen effectively and develop an effective dialogue quickly.
* Is able to acknowledge and address conflict in an open, honest and non-judgemental manner.
* Ability to advocate for, motivate, and engage young people.
* Maintains a strong focus on meeting the needs of young people.
* Effectively influences others to take action.
* Works to establish mutual understanding to allow for collaborative working.

**Drive & Commitment**

* Is self-motivated and shows a desire to continuously perform at a high level.
* Must be flexible and prepared to work outside normal hours as required.
* Has the ability to think logically, use initiative and work with minimum supervision.
* Have a flexible approach to the work in response to organisational change, development and review of best practice.
* Through leading by example, fosters high standards of ethics and integrity.

**Contract**

* Specified Purpose Contract linked to Parental leave cover
* This contract is for 18 hours per week
* Salary scales apply
* Employment with KDYS is subject to a satisfactory response from the Garda Vetting Unit being received in relation to any candidate under consideration and satisfactory reference checks being received.
* This post is subject to a probationary period.