**KDYS Youth Worker**

 ***(Youth Participation)***

**JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Location:** | KDYS Killarney |
| **Reports to:** | KDYS Youth Work Development Manager |
| **Works With:** | KDYS Youth Work Development Team & All KDYS Teams |

KDYS, the leading youth organisation in South West Ireland as affirmed by the Council of Europe awarding the Quality Label for Youth Centres to our Killarney headquarters. We provide a range of quality services responding to the needs of children, young people, their families and communities.

The post holder is an exceptional individual who will make a difference in the lives of young people and their families by promoting a culture of integrity, youth participation and development, operating in line with our organisational values:-

* *Young people at the heart of everything we do*
* *Concern for the young person’s development; personal, social, educational and spiritual*
* *Commitment to partnership with young people, volunteers, communities and funders*
* *Upholding quality standards of integrity and professionalism.*

**Job Summary**

Make a difference in the lives of young people and their families by promoting a culture of integrity, youth participation and development, in line with our organisational values.

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

* Develop the concept of municipal based participation structures with key stake-holders and ensure that seldom heard 18 – 24 year olds are involved in all aspects of this.
* Identify and support the 18 – 24 year olds target group throughout the counties’ municipal districts to participate in and contribute to this programme.
* To develop, implement and evaluate activities and actions that develop the skills and attributes of the participants, in order for them to engage successfully with decision makers.
* To develop, deliver and evaluate Youth Participation Training to young people as required.
* Identify and provide opportunities for young people, which increase their levels of participation and leadership, promoting the voices of young people within all structures.
* Support the target group to identify issues to be addressed, and plan, implement and direct a programme of work within agreed timeframes.
* Maintain and further develop the relationship with all stakeholders within programme.
* Evaluating the work of the project using relevant project evaluation systems.
* To work within budgets and monitor programme spending in line with KDYS procedures.
* Report writing, maintenance of records and other administrative duties, as required
* To ensure compliance with relevant quality standards..
* Actively participate in both internal and external networks, structures and events relevant to the post
* To prepare for and attend individual supervision on a regular basis.
* Ensure ongoing compliance with organisational data protection policy and practice in all aspects of the role.
* Support the KDYS planning and reporting processes
* To undertake other duties as may be requested.

**Special conditions**

* A relevant degree in youth work, community work, family support, social care, education or other relevant discipline.
* Minimum 1 year relevant experience of working with young people in a paid capacity or 2 years in a voluntary capacity.
* Experience in the design and delivery of programmes for young people.
* 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 driver’s license and a willingness to drive at night.

**Skills, competencies & attributes**

**Specialist Knowledge, Expertise & Self Development**

* Evidence of professional knowledge in youth work, and/or community work and in particular, models of youth participation up to the age of 24.
* A clear understanding of the definition and experience of working with ‘seldom-heard’ young people.
* Evidence in working with and motivating young people in a dynamic/engaging way using a variety of methodologies in order to increase youth participation and help them achive their goals
* Practical, working knowledge of youth work within the NQSF and other quality frameworks
* Knowledge of issues and trends affecting young people in contemporary Ireland.
* Understands the boundaries of professional practice.
* Demonstrates knowledge of child protection policy and practice.
* Understands and shows commitment to the purpose of KDYS and to work within the values, policies and procedures of the organisation and in the context of current legislation and regulations.
* Reflects on and is committed to own development personally and professionally.

**Programme development and delivery**

* Experience in developing and delivering a project ‘from scratch’ and achieving its goals & objectives..
* Ability to design, deliver and evaluating programmes for young people with varying diverse and cultural backgrounds.
* Ability to apply appropriate and relevant youth work 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 **within a challenging and busy 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**

* Proficient in Microsoft Office (Word, Excel, Access & Powerpoint etc).
* Practical knowledge and experience of social media platforms commonly used by young people.
* Proficient in maintaining accurate paper and electronic record systems, capable of information retrieval, analysis and dissemination as required.

**Delivery of Results**

* Ability to deliver and assume responsibility for agreed objectives / goals, to a high standard and in an efficient manner.
* Effectively manage multiple projects while maintaining and exceeding high standards and efficiency
* Ability to achieve results through community networking and cross sectoral working as relevant to the role.
* Plans and prioritises work in terms of importance, timescales and other resource constraints, re-prioritising in light of challenging circumstances.

**Interpersonal & Communication**

* Communicates in a fluent, logical, clear and convincing manner verbally and in writing.
* Ability to listen effectively and develop an effective dialogue quickly.
* Ability to acknowledge and address conflict in an open, honest and non-judgemental manner.
* Ability to advocate for, motivate, recruit 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**

* Self-motivated and shows a desire to continuously perform at a high level.
* Ability to think logically, use initiative and work with minimum supervision.
* Have a flexible approach to the work in response to organisational change & requirements, development and review of best practice.
* Through leading by example, fosters high standards of ethics and integrity.

**Contract**

* Fixed Term Contract for 8 Months
* 35 hours per week
* €30,000 pro rata per annum (Non negotiable)
* 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.