Family Support Worker
With CDYS Youth Diversion Projects

Cloyne Diocesan Youth Services is an innovative and responsive organisation that requires members of staff to be highly motivated, professional, flexible and committed to responding to the needs of young people and communities.

We also expect all staff to maintain a positive, can-do attitude towards their work and interactions with young people, while aligning with the organisation's ethos and strategic objectives.

JOB DESCRIPTION

Title of Post:	YDP Family Support Project Worker
Location:	1 x part-time post with the CDYS Mallow Youth Diversion Project 1 x part-time post with the CDYS Mobile Youth Diversion Project (Midleton & Fermoy)
Reports to:	Youth Justice Project Coordinator
Essential Qualifications / Experience:	• 3rd Level Degree (Level 8 or equivalent) in Family Support, Youth Work, Social Care, Psychology, Social Work or a related field • Have experience in devising, implementing and evaluating programmes/ interventions/responses for 'at risk' families • Have experience in providing support for families in a creative and caring manner.
Desirable:	• 1 years' experience of community-based youth/family support worker

Job Summary

To work with the designated CDYS Youth Diversion project and staff to support families of young people engaged with the project.

Principle Role and Responsibilities

- Providing outreach services to families identified by the Youth Diversion Team.
- Assessing and identifying the needs of families identified by the project as needing specific additional supports.
- To work closely as part of the Youth Diversion Project Team.
- Devising appropriate interventions and programmes to meet these needs, in innovative and creative ways.
- Identify the needs of families as may be outlined in the objectives of the project.
- Setting, maintaining and monitoring professional standards in the delivery of services.
- To treat all people involved with the project in whatever capacity, with respect and to treat all information with appropriate confidentiality at all times.
- Work within an interdisciplinary and inter agency framework.
- Provide opportunities for engaging with local community based services for families.
- Support families within a broader community development framework.
- Work within a staff team to achieve the overall aims of the project.
- Carry out other duties pertinent to the overall purpose of the project.
- Identify existing provision that provides opportunities for practical family support and review its suitability for families on the Project.
- Assess family needs by meeting with individual family members and the family as a unit.
- Devise, deliver and evaluate Family Support plans of work in conjunction with families, designed to increase their coping skills, and informed autonomous decision making.
- Develop and implement programmes to intervene on a therapeutic and practical level with families in order to effect change in behaviour and/or relationships. This will involve individual and couple work as well as working with the family as a unit.
- Involving the parents and families of the children and young people in the process of exploring difficult issues together and in the development of strategies to meet their needs.
- Working to meet the needs of children and young people at risk of neglect, abuse, early school leaving and involvement in crime.
- Working closely as part of the team, in terms of the service design and the evaluation of the effectiveness of the service.
- Maintaining appropriate written records of all the work undertaken.
- Being vigilant and adhering to legal and Child and Family Agency procedures concerning the neglect or abuse of children with particular reference to mandatory reporting and procedures.
- Undertaking other duties as may be requested by the Project Leader and some additional responsibilities in his/her absence.
- Commitment to work within the values, policies and procedures of the organisation in the context of current legislation and regulations.
- To participate in regular supervision with your line manager and external supervisor.

- To actively participate in team and staff meetings and service reviews/ evaluations and to contribute to the development of policy and practice with your area of work.
- To report any area of concern to your line manager in a timely manner.
- To supervise students and volunteers where necessary.
- To show reasonable flexibility in relation to hours of attendance to meet the needs of the work.
- Identify training needs with your line manager and participate in training opportunities appropriate to the role.
- To be vigilant to any Health, Safety and Welfare risks in the workplace and bring any concerns to the attention of your line manager or Health & Safety Representative.
- To take an active and regular part in the external and internal evaluation of the project, to gather information statistics and prepare reports as required, including administration of databases as appropriate to the role.
- To participate in the efficient flow of information within the organisation by sharing and seeking information as appropriate.

Health & Safety

- Promote a safe working environment in accordance with Health and Safety legislation.
- Be aware of and implement agreed policies, procedures and safe professional practise by adhering to relevant legislation, regulations and standards.

Education and Training

- Participate in mandatory training programmes.
- Pursue continuous professional development to develop professional knowledge.
- Provide training as identified to develop others' knowledge of relevant recruitment procedures/processes.

Note: This Job Description will be reviewed and updated in line with the needs of the work.

CDYS Values

It is expected that the candidate will operate to CDYS Core Values:

- To participate fully and work effectively within the CDYS staff team.
- To develop a needs-based response to 'at risk' families.
- To develop and maintain relationships with "at risk" families.
- To devise, implement, document and evaluate all programmes/interventions in line with CDYS requirements.
- To prepare monthly reports for supervision.

- To prepare progress reports and annual reports as required as well as meet reporting requirements.

Person Specification

Essential Criteria

- Experience in working with young people/families in a dynamic/engaging way using a variety of methodologies and tools.
- Track record in designing, delivering, and evaluating programmes/supports.
- Proven experience of working effectively in a team environment.
- Proven ability to work on one's own initiative.
- A very high level of organisational, administration, IT, budgetary and analytical skills.
- Experience of using strong interpersonal skills (written and oral) across a diverse and wide audience.
- Experience of having worked with multiple time demands and deadlines, exercising judgement on time management & level of attention to detail.
- Analytical skills with the capacity to absorb/organise new information to ensure well briefed on new topics.
- Comfortable taking decisions within a clear framework of delegation.
- Provide line supervision and direction to project volunteers to meet the aims, objectives, and reporting demands of the project.
- Resource management, time management, leadership and development skills and experience.
- Have an empathic understanding of the effects of poverty and marginalisation in all of its facets.

Core Competencies

- **Change Orientation:** Ability to work flexibly in a changing environment.

- **Continuous Development:** Drive to achieve excellence and continuously develop oneself, one's team, the organisation and the Young People on the Programme through learning and knowledge sharing.
- **Valuing Diversity:** Openness to working effectively with diverse ideas and people.
- **Organisation Commitment:** Meets the standards of behaviour and professionalism required to operate effectively in CDYS.
- **Analytical Thinking & Decision Making:** Think logically, analyse complex information, identify key issues and make effective decisions, taking accountability for decisions made.
- **Communication & Interpersonal Skills:** Conveying information clearly in both oral and written form, effectively communicating one's views by negotiating and influencing others at all levels.
- **Resilience:** Demonstrating the confidence and ability necessary to cope with challenging situations.
- **Task Management:** Ability to prioritise and manage tasks effectively so as to deliver required outcomes to agreed standard.
- **Team Work:** Ability to work effectively & co-operatively as part of a team and demonstrating commitment towards team goals.

Health

A candidate for and any person holding office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

Character

Each candidate for and any person holding the office must be of good character.

Confidential Data

Handling and storing of confidential data is involved in this post. Such information is subject to clear guidelines and the post holder will be expected to appreciate the sensitivity of data, which must not be disclosed without consultation with the Project Leader.

A full Garda Vetting/Police clearance and reference check will be mandatory.

Work may entail irregular hours and occasional weekend work.

Other

Car Owner with full clean driver's license.

Requirements of all CDYS Staff:

Commitment to the purpose of CDYS and to work within the values, policies and procedures of the organisation and in the context of current legislation and regulations.

To report any area of concern to your line manager in a timely fashion.

To show flexibility in relation to hours of attendance to meeting the need of the work.

Have a flexible approach to the work in response to organisational change, development and review of best practice.

Identify training needs through your supervision and participate in training opportunities appropriate to the role.

To be vigilant to any Health, Safety and Welfare risks in the workplace and bring any concerns to your line manager or Health & Safety representative.

To undertake other duties as may be requested by the line manager from time to time.

To undertake your work in a manner that is friendly, flexible and professional.

Terms & Conditions of Employment

Tenure	Permanent, subject to funding. Six month probationary period applies.
Hours	17.5 hours per week
	1 x part time post with the CDYS Mallow Youth Diversion Project based in Mallow and covering surrounding areas.
Location	1 x part time post with the CDYS Mobile Youth Diversion Project based in Midleton and Fermoy and covering surrounding areas.
Remunerations	€36,701 (Pro Rata), 25 days annual leave (pro rata)
Other	Own car required and full clean driving licence