

**FAMILY PROJECT WORKER**

**JOB DESCRIPTION**

**Principle Role & Responsibilities**

* To work directly with children, young people and their parents in assessing and identifying the needs of families referred to the project.
* Planning and applying appropriate interventions and programmes to meet those needs, in innovative and effective ways.
* Setting, maintaining and monitoring professional standards in the delivery of services.
* To develop, co-ordinate and implement opportunities for children and families to participate in pro-social activities within their area.
* Work within an interdisciplinary and inter agency framework, developing relationships and networking with stakeholders, partners, and other professionals working within the sector.
* 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.
* Facilitate and develop programmes to intervene on a therapeutic and practical level with families in order to bring about helpful changes in behaviours and relationships.
* Involve parents / guardians of children and young people in the process of exploring challenges together and in the development of strategies to meet their needs.
* Supporting parents and / or guardians in their role.
* To advocate on behalf of the children and families living within the community.
* Preparing referrals and reports on individual children and families and participating in case conferences, the meitheal process and other appropriate meetings.
* Maintaining appropriate written records of work undertaken.
* Working to meet the needs of children and young people at risk of neglect, abuse, early school leaving, substance misuse and involvement in crime.
* Vigilance and adherence to legal and Child & Family Agency processes with reference to mandatory reporting and procedures.
* Working closely with the team to support service planning and design and to determine the effectiveness of the service.
* Active participation in team meetings, team training, service evaluations and other meetings.
* Assisting the flow of information across the project.
* Undertake other duties as may be requested by Project Manager and some additional responsibilities in their absence.
* Commitment to work within the values, policies and procedures of the organisation in the context of current legislation and regulations.
* To participate actively in regular supervision with the Project Manager.
* To report areas of concern in a timely manner.
* To support students and volunteers where necessary.
* To show reasonable flexibility in relation to hours of attendance to meet the needs of the project and to undertake other duties as may be requested by the Project Manager from time to time.

 \*This Job Description will be reviewed and updated in line with the needs of the project.

**PERSON SPECIFICATION**

**Essential Criteria**

* Relevant 3rd level qualification (Social Care, Family, Youth, Community or similar)
* Experience of working directly with vulnerable children, young people and their families using a variety of methodologies and professional tools.
* Strong interpersonal skills.
* Proven experience of working in a team environment.
* Proven ability to work on own initiative.
* Track record in delivering and evaluating programmes and supports.
* Time management, resource management, leadership and development skills.
* Comfortable taking decisions within a clear framework of delegation.
* Have an understanding of the effects of poverty and marginalisation in all of it’s aspects.
* Experience of working with families
* Knowledge of issues affecting families today including challenges experienced through poverty, mental health concerns, conflict, substance misuse and hidden harm.

**Knowledge and Values**

* A commitment to work to the organisation’s values and principles and to promote safe professional practice by adhering to organisational policies, relevant legislation, regulations and standards.
* An understanding of the legislation and policy as it relates to care for children and young people and a commitment to upholding the rights of the child and the rights of the family.

**Core Competencies**

* Communication & Interpersonal Skills: Effectively sharing information, communicating views and ideas through discussion, negotiation and influencing others across the board.
* Task Management: Ability to think logically, identify key issues, using initiative, be accountable in making effective decisions, prioritising and managing tasks effectively so as to deliver outcomes.
* Team Work: Ability to work co-operatively and effectively as part of a team and to demonstrate commitment towards all team and organisational goals.
* Diversity: Openness to working effectively with diverse ideas and with people from a range of different community, social and ethnic backgrounds.
* Professional Development: Commitment to continuous personal and professional development, supporting the ongoing development of the team, the organisation and families through learning and the sharing of knowledge.

**Other:** A current, clean driving license with access to a vehicle desirable but not essential.

**Garda Vetting and reference check apply to this role**

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