

West Cork Development Partnership: Social Inclusion Development Officer (<https://www.activelink.ie/node/115498>)

West Cork Development Partnership – www.wcdp.ie (<http://www.wcdp.ie>)

Job Title: Social Inclusion Development Officer (F/T)

Location: It is intended that the Development Officer will be based in the WCDP Office in either Clonakilty or Bantry.

Responsible to: The Board of Directors of the Company and reporting to the Programme Manager on a day-to-day basis and to the CEO thereafter.

Community Development Worker

WCDP are seeking to recruit a Social Inclusion Development Officer to work as part of our SICAP team delivering social inclusion supports in West Cork and Bandon Kinsale. This will be a full-time position.

West Cork Development Partnership is a Local Development Company that develops projects and services to support sustainable and vibrant communities, where people realise their potential and experience a high quality of life.

This post is supported by the SICAP programme funded by Local Community Development Committee (LCDC) for Cork County Council, Pobal and Department of Rural and Community Development.

Purpose of the job:

The successful candidates will join the Social Inclusion Community Activation Programme (SICAP) team in delivering a range of community development, education, training, youth and employment supports and services to disadvantaged communities, groups and individuals throughout the West Cork region. The SICAP Programme covers a broad range of thematic areas and issues. The candidate will be expected to be dynamic and flexible and be in a position to work across the areas described in the job-brief. In any one calendar year or season, the planning and prioritisation of delivery actions will be determined in consultation with the board, management and SICAP team, taking account of caseload, targets and prevailing circumstances.

Main Duties to be delivered by the full and part time positions in tandem include:

- Direct delivery of SICAP programme supports and services as determined by the Board of Directors and in line with the SICAP programme and Cork Local Community Development Committee guidelines.
- The delivery of services through WCDP offices and other outreach locations as demand and caseload dictates.
- Assist in the preparation of and implementation of an annual plan programme of activities.
- Contribute as part of a team to the attainment of caseload targets and key performance indicators.
- Direct delivery of social inclusion programmes and supports as well as collaboration, networking and referral with partner organisations.
- Deliver frontline supports to disadvantaged groups in the areas of wellbeing, personal development, confidence and social interaction.
- A candidate with a key skill in an area such as musicianship, health programmes, holistic wellbeing practices, fitness or similar will be particularly welcome.
- Develop and delivery a variety of personal interventions and training programmes for SICAP target groups, with a particular focus on young adults experiencing social exclusion throughout West Cork.
- Support the establishment & development of community based structures and supports for SICAP clients in West Cork and Bandon Kinsale.
- Manage caseload and record deliverables in electronic and hard copy formats.
- Undertake reporting, publicity, promotional initiatives and representational duties appropriate to the development of the SICAP programme.
- Assist in research and/or social policy initiatives appropriate to the development of the SICAP Programme.
- Such duties (including administrative duties) as may be assigned from time to time by the Programme Manager and/or

Person Specification

Qualifications:

A relevant third-level qualification including social sciences / social care, psychology, community development or equivalent combination of relevant education and experience is desirable but not essential.

Experience/Knowledge:

- A minimum of one year experience in a similar position or in community services/education/professional services / legal / or social care setting.
- Experience of report writing and database usage. Strong IT, communications and social media skills.
- Experience in information provision and advocating for rights and equality.
- An understanding and ability to relate to and work with people across cultures and backgrounds.
- Experience of working in partnership with a wide range of other organisations.

Skills/Abilities:

- Ability to engage with our client group with compassion and empathy.
- Highly organised, with the ability to work well under pressure.
- To have a flexible and adaptable work approach.
- Excellent organisational and time management skills.
- Excellent written, verbal, analytical and interpersonal skills.
- Exercise good listening and communication skills with sensitivity to cultural communication skills.
- Appreciation of the need for confidentiality and integrity.
- Effectively work as a team member and independently, with a high-level of self-motivation and ability to set and meet goals.
- Comfortable working in a busy, dynamic, multi-cultural environment.
- A key frontline skill which can be delivered to SICAP target groups as part of a programme of supports.

Terms & Conditions

Post: Community Development Worker (37.5 hours per week) Initial contract for 12 months, may be renewed depending on performance and funding availability.

A panel will be established in relation to this position.

Location: The position will be based in the WCDP office in either Bantry or Clonakilty. The Post requires outreach work with travel required throughout the service delivery area of West Cork. Expenses will be paid from home or office for outreach work as appropriate.

A full clean driving licence and access to your own car are a requirement for this position.

Reporting to: SICAP Programme Manager

Salary: Salary will be based on the WCDP SICAP project worker scale depending on experience (Starting approximately €41,000 for Full-time Equivalent position).

Application Process

Applicants should pay particular attention to the essential and desirable criteria in the job description, your suitability and why you are the best candidate for this post in question.

Please send a copy of your up-to-date detailed CV (no more than 3 pages in PDF format) and a cover letter to fergal@wcdp.ie (mailto:fergal@wcdp.ie): - Please put “**Social Inclusion Development Officer Job**” in the email header / Subject Title.

Closing date for receipt of applications is **5:30PM on 30th May 2025**.

Region

Bantry or Clonakilty, Co Cork

Date Entered/Updated

8th May, 2025

Expiry Date

30th May, 2025

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