

- *Specific programmes of support on a needs led basis to young people and actively promote this aspect of the service with young people.*
- *Intensive: personal development focusing on particular issues for young people such as anger management, alcohol and drugs, sexual health.*
- *Individual: One to one support for young people referred to the project with identified needs.*
- *Special Interest: Focused on particular interest of young people such as art, drama, dance*
- *Preventative: activity based groups to support young people*
- *Parenting programmes – design, organisation/co-ordination and implementation of parenting programmes*
- Actively recruit, train and support volunteers in the development of volunteer led groups and volunteer involvement in the project.
- Advocating on young people's behalf at local and regional levels.
- Enabling and empowering young people to fully participate in their own development, the development of the project and their community.
- Proactively promote the project and related activities in co-operation with the young people.
- Working with the local community and other professionals to identify the young people to be targeted for the project.
- Enlisting the support of parents, family members and other volunteers and enable them to engage effectively with the target group in youth development activities.
- Operating efficient office procedures and administration systems e.g. filing, keeping records, managing invoices, petty cash and to submit any standard clerical procedures, budgets and all other relevant reports on time.
- Keeping up to date with local developments in the youth and community sector, gathering relevant information and distributing it in structured channels.
- Liaising and networking with other youth and community organisations' in the area and developing effective working relationships.
- Planning your own work schedule and set work targets in consultation with the line manager.
- Reporting to the Foróige Area manager, attending meetings and prepare written reports as required for the management team and funders.
- Any such other relevant duties as the Board of Foróige and/or the Chief Executive shall deem necessary for the effective implementation of the policy and programmes of Foróige and the West Waterford Youth & Family Project.

Professional Qualifications and Experience

(E) = Essential, (D) = Desirable

- Education to National Diploma or Degree standard preferably in Youth Work / Community Development / Applied Social Care etc (note: candidates with exceptional, relevant work experience may also be considered in lieu of degree qualifications) (E)
- Access to car and full driving licence (E)
- Ability to engage target group (E)
- Paid or voluntary, experience working with young people (D)
- An understanding of Youth Work and Community Work methodologies (D)

Person Specification

(all Essential requirements)

- Ability to build and maintain effective relationships with young people
- Good interpersonal skills, including ability to liaise with a wide range of contacts and build and maintain effective working relationships
- Excellent standards of accuracy and attention to detail
- Ability to be proactive, use own initiative and work effectively within a pressurised environment
- Positive and flexible approach to working as part of a team
- Good written communications skills, including ability to draft summary information and correspondence, good report writing skills.
- Ability to follow organisational guidelines and processes.
- Good computer skills, including Word, Excel, Internet, PowerPoint and Social Media

Requirements of all Foróige staff

(all Essential requirements)

- Commitment to the purpose of Foróige and to work within the values, policies and procedures of the organisation
- To act consistently in a professional manner at all times
- To participate in regular supervision with your line manager
- Flexibility in relation to hours of work to meet the needs of the work. Work during unsocial hours may be required.
- Identify training needs with your line manager and participate in training opportunities appropriate to the role
- To undertake other duties as may be requested by the board of Foróige and /or the Chief Executive Officer of Foróige or their nominee from time to time

Additional Considerations for the Role

- **Funding:** It must be understood that if the funding for the post is discontinued the post holder's contract may be terminated.
- **Garda vetting:** As our work involves contact with young people, candidates under consideration for employment in Foróige will be subject to Garda vetting.
- **References:** The successful candidate will undergo 2 reference checks before commencing employment with Foróige.
- **Annual Leave:** The Youth Worker will be entitled to 29 days annual leave pro rata plus Good Friday. The needs of the job must be considered when applying to take this leave.
- **Hours of work:** The Youth Worker will be expected to work a minimum of 35 hours per week. Please note this position will require flexibility in relation to working hours. It is expected that the Youth Worker will work some late evenings (up to 11pm) and some weekend work.
- **Salary:** This will be based off of the Foróige Youth Officer Salary scale: €37,436, €38,994, €40,552, €42,113, €43,671, €45,235, €46,798, €49,127, €51,457.
- **Travel:** This post will involve some domestic travel within Ireland and occasional meetings. Travel and expenses will be paid in accordance with appropriate Foróige rates.
- **Base:** The employment base for this post will be in Lismore

Applications:

Please complete the Foróige Application form online **here** (<https://foroige.tfaforms.net/4909941?jid=a2PQB000000MKEb2AO>).

Closing date: **Thursday 19th June at 12pm.**

Region

Lismore, Co Waterford

Date Entered/Updated

6th Jun, 2025

Expiry Date

19th Jun, 2025

Source URL: <https://www.activelink.ie/vacancies/children-youth/116074-foroige-youth-officer-west-waterford-youth-and-family-project>