**Youth Work Ireland Tipperary is a registered charity and voluntary youth work organisation. YWIT is leading provider of youth work programmes and services to young people in Tipperary. Applications are now invited from suitably qualified persons to work as part of the Ability Programme team for the following post:**

**Job Title: Ability Programme Coach ( Part time 21 hrs per week)**

**PLEASE VIEW THE JOB SPEC (SEE BELOW) FOR FULL DETAILS ON ALL REQUIREMENTS.**

**HOW TO APPLY:**

**Complete YWIT Job application email** [**hr@youthworktipperary.ie**](mailto:hr@youthworktipperary.ie)

**Applications for this vacancy should be made by way of YWIT Job Application form only. Completed application forms can be emailed. Closing date for receipt of applications is Friday 10th of February 2023 at 5pm .**

**Applications received after this deadline will not be accepted.**

**YWIT is committed to a policy of Equality of Opportunity in its employment practices.**

**Ability**

**Programme Coach**

**(Part-time 21 hours per week)**

**Aim of project**

To support young people from Co Tipperary with a diagnosis of a disability in which their disability may impact their employ-ability, train-ability and 21st century skills. These young people are furthest from the labour market and are experiencing challenges socially, functionally and educationally. The key aim for the intended target group is to give young people an opportunity to develop practical and functional skills which enable them to participate fully in their communities. The main focus of the work is to develop and implement interventions for young people (16-25) in need of employability support, who have; a diagnosis of ASD, a mental health condition, a learning disability or Hidden disability.

**Purpose of role: Purpose of role:** The Ability Programme Coach will be responsible for reporting and supporting the Project Co-Ordinator in the programme. The Ability Programme Coach will be responsible for working directly with young people engaged in the programme. The Ability Programme Coach will also play a key role in the referral processes, recruitment of participants, assessment and exit strategies. They will provide one to one mentorship, support and individualized coaching to the participants on this scheme, utilizing a youth work approach. The Ability Programme Coach will also be a vital link between the young person and the employer. They will be involved in building an awareness of the Ability project across all relevant stakeholders (including employers).

**Reporting to:** CEO of YWIT

**Education & Experience**

Suitable candidates must have:

* A recognised relevant level 7 qualification
* A minimum of 2 years’ relevant experience in a similar or related field.
* Experience of working with young people with a disability and/or young people with mental health difficulties or challenging behaviour
* An awareness of and familiarity with the issues relating to the barriers that young people with disability can face in progressing education, training or employment.
* Knowledge of the mentor role
* Experience of interagency programmes.
* Evidence of the production of high quality plans, reports and written material.
* Proficient in MS packages e.g. Word, Excel, and Outlook.
* Knowledge of data management and CRM Systems.
* A current full driving license and access to own transport.
* Project management experience or qualification

**Person Specification**

* Excellent communication & facilitation skills.
* Self-starter who can work on own initiative and as part of a team.
* Empathetic and sensitive to deal with young people with disabilities.
* Self-motivated to achieve high standards and outcomes.
* Ability to analyse information and make decisions that meet the goals of the project.
* Excellent interpersonal skills including the ability to liaise with a wide range of contacts to build and maintain effective working relationships.
* Flexible to respond to changing needs as they arise and cope with pressure.
* Highly organised, good time management with ability to prioritise work.

**JOB DESCRIPTION – ABILITY PROGRAMME COACH**

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| **Job Title** | Ability Programme Coach | | |
| **Aim of the project** | To support young people from Co Tipperary with a diagnosis of a disability in which their disability may impact their employ-ability, train-ability and 21st century skills. These young people are furthest from the labour market and are experiencing challenges socially, functionally and educationally. The key aim for the intended target group is to give young people an opportunity to develop practical and functional skills which enable them to participate fully in their communities. The main focus of the work is to develop and implement interventions for young people (16-25) in need of employability support, who have; a diagnosis of ASD, a mental health condition, a learning disability or hidden disability | | |
| **Roles and responsibilities of the employee** | Target young people with a diagnosis of a disability in which their disability may impact their employ-ability, train-ability and 21st century skills to deliver a youth activation project for intervention around youth unemployment.  Assist with the selection of the participants using defined assessment tools provided by project  Adopting a person centred approach design programme focusing on the participants needs at an individual level and group level.  Ensure that the service user is an active participant in all phases of their engagement with the Ability project  Provide one to one mentorship, support and individualized coaching to the participants on this scheme, utilizing a youth work approach  Implement the training, education and other skills for the participant to succeed.  Establish a rapport with the young person and develop a positive working relationship  Focus on capacity building for young people with disabilities to encourage them to shape their own lives and develop the personal and social skills needed to allow them the opportunity to create real options and quality life choices.  Understand what an employer might be willing to do to assist the project and support them to deliver this  Identify and develop relationships with local employers with a view to securing work placements for this scheme    Act as an advocate for the young person  Work in partnership with local and national agencies to provide training and employment supports to participants on this scheme  Report your element of the work to manager  Work as part of the staff team of YWI Tipperary. This will involve participating in planning sessions, meetings, reviews and helping with the running of the youth service in a collaborative way so that the ABILITY project will best benefit from being part of a youth work service deliverer.  Document and assist in the monitoring and evaluation of activities and programmes as required by the POBAL CRM system  Work to develop a model of practice focusing on youth unemployment for young people with disabilities  **General**  To ensure internal administrative deadlines are met  Attend and contribute to meetings of the Ability Project Steering Committee and Sub Committees as required and any other relevant committee  Be conscious of health and safety matters in the workplace and in particular comply with employees’ obligations as set out under Section 9 of the Safety, Health & Welfare at Work Act 1989 & 2005.  Have an understanding of Children First Act 2015 and National policy on Safeguarding Vulnerable Persons at Risk of Abuse  Ensure that the procedures set out in the Safety Statement are implemented at all times  Become familiar with and practice fire drill procedures within the Company, i.e. fire detection, evacuation and fire fighting  Become familiar with and abide by current policies and procedures of organisation  Immediately report any accidents involving participants to the project manager and keep appropriate records where necessary  Be aware of and abide by local security procedures relating to any premises in which one works or visits  Perform any other duties relevant to the Ability Project that may be deemed necessary from time to time. | | |
| **Working Hours**  **Full-time / Part-Time** | Part Time Hours | 21 hours per week | €35,788 pro rata |