



<b>Title</b>	<b>Family Matters Parenting Programmes Specialist Worker.</b>
<b>Location</b>	Dublin 10
<b>Reporting to</b>	Family Matters Manager
<b>Salary</b>	Officer Level 2 scale €37,070 -€47, 591 pro rata. The successful applicant will enter the scale according to their demonstrated experience and qualifications.
<b>Working Hours Monday - Friday</b>	The Fixed Purpose Contract is for 28 hour per week on a 4/5-day week basis.

**Role Purpose** - The Family Matters Parenting Specialist Programmes worker is required to work as a member of the Family Matters team in enhancing the:

- Delivery of a range of Parenting programmes and supports for parents of children from 0-6 years of age.
- Delivery of workforce capacity building training to practitioners across the area
- Develop, support and evidence Parenting Initiatives in the Dublin 10 area.
- Work collaboratively with other agencies in parental engagement and course delivery

#### **Duties of the Role**

- Coordinate the delivery of the ParentChild+ and Upto2 Programmes
- Support and promote parent, baby and toddler groups within the community
- Coordinate the delivery of a suite of Baby Massage, Incredible Years, Paediatric First Aid and weaning programmes.
- Expand the rollout of family mornings and parent and child educational play workshops across the community.
- Lead and supervise a team of Home Visitor staff
- Support and advise on `Home from Home` programme delivery
- Facilitate professional communities of evidence based reflective practice.
- Coordination of paid Tutors and agency staff in the delivery of programmes.
- Work strategically and collaboratively with Tusla, HSE and other parenting support providers at advancing the engagement of parents early in the lifespan of their child.

Oversee the collection and inputting of pre and post data for the suite of programmes:

- Support data inputting and analysis
- Ensure that all work practises are within the Children First guidelines
- Ensure all administrative requirements are complete
  - Maintain an accurate record of work undertaken in line with agreed work plan.
  - Prioritize own workload in consultation with the manager
  - Implement the agreed evaluation monitoring system which will identify progress of expected outcomes.
  - Ensure all reporting requirements are complete within specified timeframes.
- There may be other tasks given at the discretion of your Line Manager.

## **Person Specification**

Candidates are encouraged to apply for this role with the requirement that they can demonstrate both the relevance of their skills and experience. It is likely that the person appointed will demonstrate a genuine commitment to BCP's ethos and vision and ideally have the skills and attributes as detailed below.

### **Qualifications**

- The Family Matters Parenting Programmes Specialist Worker will have a depth and breadth of practical experience working with children and families. A third level qualification to at least QQI Level 7 in for example: Education (Early Years Education), Social Sciences (Social Work, Youth Work, Social Care) Medical Sciences or any other relevant field.

### **Knowledge & Expertise**

The Parenting Programmes Specialist Worker should be able to demonstrate experience and expertise in the following areas:

- Knowledge and understanding of policy and practice issues affecting parents and young children
- Demonstrated understanding and commitment to social inclusion
- Knowledge of evidence informed practice approaches used when supporting parents and children.

### **Experience, Skills & Competencies**

The Family Matters Parenting Programmes Specialist Worker should be:

- Minimum of 2 years' experience of working in a relevant professional field.
- Experience in working in an empowering way with an understanding of relevant mental health / wellbeing related issues faced by parents and children.
- Experience of developing relationships with other agencies, to ensure collaborative working to inform and deliver an area wide parenting and wellbeing strategy.
- Experience of delivering / coordinating evidence-based programmes.
- Demonstrate a commitment to assuring high standards in service delivery, record keeping and strive for a user centred service.
- Demonstrate an ability to apply knowledge to evidence based practice
- Ability to work effectively as part of a team as well as working on one's own initiative.
- Excellent verbal and written communication skills.
- Excellent communication, interpersonal, analytical and negotiation skills.
- Demonstrate the ability to problem solve.
- Ability to coordinate and implement interventions in a range of community settings
- Strong IT and design skills – literate in Word, Excel, PowerPoint

## **APPLICATION PROCESS**

Please send

- Detailed Letter of Application
- Curriculum Vitae
- Completed Key Approaches Form

by

- email to [tdunphy@bcpartnership.ie](mailto:tdunphy@bcpartnership.ie)
- or
- post or hand delivered marked Private and Confidential to Teresa Dunphy, Ballyfermot Chapelizod Partnership, 4 Drumfinn Park, Ballyfermot, Dublin 10

Closing date for receipt of applications: Tuesday April 11th 2023 @ 5pm (no late applications accepted)

Informal enquires are welcome to Liz O’Sullivan 087 7487375 [losullivan@bcpartnership.ie](mailto:losullivan@bcpartnership.ie)