



### **Safe Communities- Zero Tolerance Meath**

Job Title: Zero Tolerance Meath Project Leader

Reporting to: Outreach Team Leader

Location: Co. Meath

#### **Role-Project Leader**

*We are looking for an exceptional Project Leader to lead a pilot project aiming to transform understanding and drive collective action in Co. Meath towards zero tolerance of gender-based violence. You will have an excellent understanding of gender equality, domestic violence and community development approaches in a community based service or other relevant setting. You will have proven experience of leading and motivating diverse stakeholders as well as strong interpersonal and management skills. You will be experienced in networking and establishing relationships with agencies and key professionals, as well as programme development. A recognised third level degree in Community Development or a related field and prior management experience relevant to the community/voluntary sector is essential.*

This is an exciting opportunity to lead a new and innovative pilot project which will help inform how Ireland can move towards a whole of society response to preventing gender-based violence.

The project is a collaboration between Safe Ireland and Meath Women's Refuge and Support Services, funded by CUAN under the auspices of the Department of Justice. The project will pilot and test Safe Community, a model of community-facing DSGBV service provision, and DSGBV-sensitive Community Development, developed by our project partner Safe Ireland. This model will analyse and integrate the principles and practices of both Domestic Violence Frontline Response and Community Development models of engagement in Ireland. The Department of Applied Social Studies in Maynooth University will act as the project evaluator over the three years.

The successful candidate will play a key role in overall project management, outreach and relationship building with community groups and individuals in the Co. Meath areas as well as implementing a range of initiatives using a community development approach. The work of the successful candidate will be underpinned by the core values of community development and human rights. The successful candidate will undertake implementation and management of this project over a three year fixed term contract.

#### **Main Duties and Responsibilities**

- To lead and co-ordinate the rollout of the pilot project Safe Communities on the ground in Co. Meath
- To promote and lead out on the implementation of the Safe Communities Framework and support a whole of society approach to challenging and addressing gender-based violence in Co. Meath, working with a wide range of stakeholders

- To establish and co-ordinate a local steering group of diverse stakeholders who provide expertise and insight to the project.
- To network and develop extensive links with local community services and stakeholders and support local community sites and organisations identified for the pilot project.
- To apply a broad range of community development and engagement processes and practices to identify and implement programme activities including discussion groups, workshops, training and network building.
- To develop materials for trainings, workshops, and activities that support the pilot project framework, analysis and its objectives.
- To line manage the Safe Communities-Zero Tolerance Meath project officer, provide them technical assistance and support in collaboration with the Outreach Team Leader.
- To collaborate with the project evaluators as required and support reporting to project funders.
- To work according to organisational policies and best practice at all times and work collaboratively with colleagues.
- To attend and participate fully in all team planning, meetings, training, supervision as part of your professional development provided by the organisation.
- Keep appropriate and up-to-date records of all project activities and prepare and update records in adherence with programme requirements and data protection policies
- Prepare reports on programme activities and actions, and manage budgets, as requested by the Team Leader and Senior Management Team.
- To represent the work and ethos of the organisation in a professional and respectful manner at all times.
- Represent Meath Women's Refuge & Support Services at external events and fora as required.
- Any other duties that may be assigned within the general requirements of the role as appropriate

### **Essential Experience and Requirements**

- Third level Qualification at degree level in Community Development or related field
- Minimum 4-5 years of experience working in a similar or relevant role
- Excellent verbal and oral communication and presentation skills
- Excellent report writing skills
- Evidence of experience in people and programme management
- Demonstrated experience in policy development and analysis
- Capacity to effectively interact and take a leadership role with a broad range of stakeholders.
- Demonstrated knowledge of community development principles and practices and direct experience in the delivery of community development work
- Demonstrated facilitation, training delivery and community engagement skills
- Excellent knowledge and understanding of the challenges within social and structural systems that impact women and children experiencing gender-based violence
- Ability to develop positive working relationships with colleagues and a range of groups and agencies
- Experience of working with communities experiencing marginalisation and social exclusion
- Advocacy and networking skills
- Proficient IT skills

## Personal Specification

- Passionate about social change and being an advocate for gender equality
- Be creative, solution focused, collaborative and forward thinking
- Able to work in a self-directed dynamic manner, and to develop good working relationships with all stakeholders
- Demonstrated maturity, good judgment, and reliability
- Interacts with high degree of professionalism
- Ability to handle multiple tasks simultaneously and handle a schedule of deadlines
- Full driving license and access to own transport

*This job description is intended as a summary of the primary responsibilities of and qualifications for this position. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform that may be required either now or in the future*

**Salary:** €47,065. This position is full time and funded by the Department of Justice.

**Place of work:** Based in Navan. Co. Meath with travel across the county.

### Hours of work:

37 hours per week Monday to Friday (flexible working will be required outside of normal working hours e.g., evenings and weekends and TOIL policy is in place)

**Contract Type:** 3 year fixed-term contract

**Reporting to:** Outreach Team Leader

### Application Process:

Please submit the application form to the Outreach Team Leader by email [amandaalty@dvservicesmeath.ie](mailto:amandaalty@dvservicesmeath.ie) by 5pm Friday 10th of May 2024. Interviews for candidates will take place the week beginning 20<sup>th</sup> May 2024.

**Please note any offer of a position is subject to Garda Clearance. Meath Women's Housing Association CLG is an Equal Opportunities Employer**

