

Job Description for Project Worker with responsibility for Family Support

Reports to the Project Leader, who in turn reports to the Board of Management.

Based in Aosóg, Stanley Court, 62-63 Prussia Street, Dublin 7. Place of work may be subject to change but within the NWIC of Dublin.

24 hours per week, flexibility required as there may be some evening or weekend work.

Duties to include:

- Working as part of a small team
- Participate in weekly Staff meeting
- To maintain a safe, clean and caring environment for all children attending the Project
- Interagency work and attend meetings on behalf of Aosóg
- Design & delivery of programmes for the afterschool groups
- Facilitation of Parents Groups - both educational and informal.
- Daily reports, attendance, minutes of meetings
- Participate in evaluation of programmes and groups
- Family Support-
 - advocacy
 - form filling such as social protection applications
 - one to one support/ advice
 - accompany parents to meetings in schools/other agencies.
- Prepare and serve meals on site as needed
- Help with shopping for Aosóg as required
- Any other duties as required by the Project Leader
- Summer Programme mainly consists of fun activities and trips.