



Ireland's European Structural and Investment Funds Programmes 2014-2020

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Irish Youth Justice Service

Seirbhís na hÉireann um Cheartas i leith an Aosa Óig



  
ciste na  
gcuntas díomhaoin  
the dormant  
accounts fund

*This project was approved by  
Government with support from  
the Dormant Accounts Fund*



<b>Job Title:</b>	Youth Justice Worker
<b>Project:</b>	Mayfield Garda Youth Diversion Project
<b>Location:</b>	Mayfield, Cork
<b>Type of contracts:</b>	Fixed Term
<b>No of Hours:</b>	35 hours per week minimum
<b>Responsible to:</b>	Area Manager

### **ABOUT FORÓIGE**

Foróige is an independent, non-profit national voluntary youth organisation engaged in out-of-school youth development and education. The organisation aims to enable young people to involve themselves consciously and actively in their own development and the development of society. Foróige employs over 400 staff and involves thousands of volunteers in the creation and delivery of high quality services to young people through the operation of over 600 Foróige Clubs, the Big Brother Big Sister Programme and over 140 General Youth Services and Special Projects. These community-based and community-supported initiatives are run throughout the country, in rural and urban environments, and generally in partnership with various voluntary and statutory agencies. The organisation is a registered charity and is supported by a combination of statutory, philanthropic and corporate funding. Foróige is an equal opportunity employer and is committed to a policy of Equality of Opportunity in its employment practices.

### **PROJECT INFORMATION**

This post is part of a network of Garda Youth Diversion Projects; funded by the Department of Justice and Equality and by the European Social Fund 2014 – 2020 and Dormant Accounts funding through the Irish Youth Justice Service, in conjunction with An Garda Síochána and will be managed by Foróige.

Garda Youth Diversion Projects are Community based, multi-agency youth crime prevention initiatives which primarily seek to divert young people who have been involved in anti-social and/or criminal behaviour by providing suitable activities to facilitate personal development, promote civic responsibility and improve long term employability prospects. The projects may also work with young people who are significantly at risk of becoming involved in anti-social and/or criminal behaviour. By doing so, the projects contribute to improving the quality of life within communities and enhancing Garda/community relations. This is a very exciting opportunity for candidates with an interest and capability in this type of work.

There is currently a vacancy for a Youth Justice Worker in the Mayfield Garda Youth Diversion Project, Cork. The Youth Justice Worker will be employed by Foróige and will be given on a fixed term contract of employment.

## **KEY RESPONSIBILITIES**

The duties of the Youth Justice Worker, in carrying out any functions which may be involved in or arise out of the appointment, shall be as notified by the board of Foróige and/or its Chief Executive from time to time. These duties will include:

- i) Assessing and responding to needs of young people aged 12-18 years old in accordance with Foróige policy and procedure and Garda Youth Diversion Project operational requirements.
- ii) Engaging young people who have offended in a process of learning and development that will enable them to examine their own offending and to make positive lifestyle choices that will protect them from involvement in criminal, harmful or socially unacceptable behaviours
- iii) Implementing this engagement through a process of both individual and group-work and through outreach work where required
- iv) Enabling young people to access and get optimum benefit from school / further education / training and employment opportunities
- v) Enlisting the support of parents, family members, community groups and other volunteers and enabling them to engage effectively with the target group in youth development activities
- vi) Completing accurately and submitting on time any standard clerical procedure of expenses, quarterly performance reports, annual plan etc.
- vii) Operating efficient office procedures in line with data protection act requirements e.g. filing, keeping records etc.
- viii) Attending team meetings and preparing written reports as required for Management, Project Committee and Funders
- ix) Any such other relevant duties as the Board of Foróige and/or the Chief Executive Officer or the nominee of the Chief Executive Officer shall deem necessary for the effective implementation and the policy and programmes of Foróige and the Youghal Garda Youth Diversion Project.

## **PROFESSIONAL QUALIFICATIONS AND EXPERIENCE (E=essential; D=Desirable)**

- Education to Degree standard preferably in Youth / Justice / Health Promotion work **(E)**
- (Note; candidates with exceptional, relevant work experience may also be considered in lieu of degree qualifications)
- 1 year experience in a GYDP or similar role. **(D)**
- Access to car and full Irish driving licence **(E)**
- Relevant paid or voluntary experience of working with young people **(E)**
- Exposure and understanding of GYDP work and of working with young people from minority ethnic groups **(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 team working
- Good written communications skills, including ability to draft summary information and correspondence, good report writing skills
- Good computer skills, including Word processing, MS Access, Excel, Internet and PowerPoint

## **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 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.
- Medical:** The successful candidate will be required to complete a medical questionnaire / undergo a pre-employment medical.
- 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 Justice Worker will be entitled to 29 days annual leave pro rata plus public holidays. The needs of the job must be considered when applying to take this leave.
- Hours of work:** The Youth Justice Worker will be expected to work a minimum of 35 hours per week. This position requires flexibility in relation to working hours. It is expected that the Youth Justice Worker will work up to 3 late evenings/ nights per week (up to 11pm) and some weekend work.
- Salary:** The salary for this position will be €34,396 gross pro rata per annum (Non-negotiable).
- 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 role will be the Mayfield Garda Youth Diversion Project, Kerrigan Tyrell Youth Centre Mayfield, Cork
- Applications:** Applications should be made by way of the Foróige application form which is available to download from the 'careers' section of our website [www.foroige.ie](http://www.foroige.ie) or upon request by emailing [recruitment@foroige.ie](mailto:recruitment@foroige.ie)
- Closing date:** Closing date for applications is **12 noon 23<sup>rd</sup> August 2019**

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