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| **PERSON SPECIFICATION FOR THE POST OF:*****Development Worker with the East Coast Regional Drug & Alcohol Task Force*** |
| **Purpose of the Post** | The Development Worker will play a pivotal role in supporting the ECRDATF fulfilling the aims and objectives as outlined in its current and future Strategic Plans and in line with the actions identified in the Reducing Harm, Supporting Recovery 2017-2025 (National Drugs Strategy). The Development Worker will assist the ECRDATF in the development and implementation of its Strategic Plan recommendations and actions aimed at addressing existing and future drug and alcohol problems across the East Coast Region |
| **Principal Duties and Responsibilities** | * Assist in the development and supports of drug and alcohol based projects and services to facilitate interagency working.
* Assist new or emerging groups or developments that can make a contribution to the work of the Task Force.
* Assist in ECRDATF engagement with the wider community through the organisation of community meetings and information events
* Represent the ECRDATF at various fora and events, when requested to do so, in order to promote the work of the Task Force and deliver key messages to the general public and report back on relevant issues
* Support the development and continuation of effective networking and exchange of good practice between drug and alcohol projects and services and other interest groups
* Support representation of service users and other communities of interest as members of the ECRDATF
* Assist the ECRDATF in the development and implementation of its Strategic Plan recommendations and actions aimed at addressing existing and future drug and alcohol problems in the region.
* Support and develop actions identified in the ECRDATF Strategic Plan 2019-2022 and future plans
* As required, refer individuals to appropriate services and supports and promote the various ECRDATF funded projects and services
* Support the Chairperson and Co-ordinator of the ECRDATF and the line manager within CWP to effectively communicate to the wider public in relation to the Task Force activities and actions and other social inclusion programmes supports available such as the SICAP programme
* Identify and report new trends and source sound evidence based data e.g. HRB data
* Support the implementation and delivery of targeted Drug and Alcohol Programmes and training in the region in partnership with relevant sectors.
* Support the development and roll out of programmes/schemes aimed at supporting the recovery of stable drug users into employment/education and all forms of progression
* Any other duties that may be assigned from time to time by the Task Force or its sub-committees

The above duties and responsibilities are not intended to be a complete list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office. |
| **Previous Experience Related to the Position** | * At least 5 years’ experience in Community Sector Project Work voluntary or paid;
* Proven track record in facilitation of social inclusion target groups;
* Experience in writing clear and precise reports;
* Experience of working with persons with problematic drug use in a community setting
* An in-depth understanding of social inclusion theory and practice:
* The proven ability to carry out a community needs analysis;
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| **Relevant Training or Qualifications** | Relevant Training and qualifications:* 3rd level qualification in related work such as Addiction Studies, Community Development, Health Promotion/Education, Health and Social Care, or similar (minimum level 7 on the National Framework)
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| **Skills and Abilities** | Skills and abilities in:* Building strong and positive working relationships at an individual and local community and voluntary level:
* Ability to work through a model of interagency;
* Facilitation skills;
* Computer and IT literate;
* Report writing;
* Administration of project files;
* Community Event Management;
* Time management;
* Flexibility in relation to duties and working times:
* Ability to take direction and work on own initiative when required
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| **Personal Attributes** | Subscribe to the values of:* Equality and anti-discrimination;
* Human rights awareness;
* Fairness;
* Honesty;
* Commitment and passion for the work

Demonstrating the following:• Assertive;• Warm, friendly and approachable;• Good Communicator;• Non-judgmental• Good listener |
| **Location of Work** | The Development Worker will be based in the office of Arklow River House, Bridgewater Centre, Arklow but will work across the entire East Coast Region. Access to own transport and having a full driving licence is a requirement of the post. |
| **Reporting** | The Development Worker will be line managed by the Social Inclusion Manager in CWP and regularly attend planning and progress meetings, and produce update reports for the supervisory working group comprised of a representative(s) from ECRDATF and CWP. |
| **Contract Duration** | The Development Worker will be employed in a full time capacity (35 hours per week) until period ending December 2021 with a role and funding review to take place and the potential for a three-year contract thereafter funding dependant. The successful candidate is required to serve a probationary six month period. |