



County Wicklow Partnership

PERSON SPECIFICATION FOR THE POST OF:

New Communities Community Development Worker

<p>Purpose of the Post</p>	<p>The New Communities Community Development Worker will be employed by County Wicklow Partnership under the Social Inclusion Community Activation Programme (SICAP). The Community Development Worker will engage with the Asylum Seekers, Refugees and New Communities in our region on an outreach basis to facilitate community development initiatives and also support New Communities on an individual basis to progress their employment and education goals.</p>
<p>Principal Duties and Responsibilities</p>	<ul style="list-style-type: none"> • Engaging in outreach community development work with Asylum Seekers, Refugees and New Communities living in the Arklow, Wicklow and Baltinglass Municipal Districts of Wicklow • Engaging and supporting the New Communities target group to avail of supports available through SICAP and other programmes/agencies as required • Coordinating day trips and outings for New Communities to encourage integration and social connectedness • Identifying the needs of the target group and coordinating the delivery of training courses and supports to address the identified needs • Identifying community skills and assets and harnessing these as appropriate • Monitor satisfaction levels of individuals and groups engaged with • Building links between target groups / communities and relevant agencies • Registering individuals and completing the required paperwork and consent for SICAP performance monitoring purposes • Adhere to the guidelines of the Programme and operational procedures within CWP ensuring strict adherence to them at all times • Work as part of the team within CWP SICAP • Prepare reports on programme activities and actions as requested by the Board, CEO and Programme Manager <p>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.</p>
<p>Experience, Skills and Abilities</p>	<ul style="list-style-type: none"> • Minimum of 3 years' experience (paid or voluntary) working in the community development sector in a similar role • Experience in the design and delivery of outcome-driven, targeted community projects and programmes, coupled with the ability to achieve targets and meet set deadlines • Compassion and the ability to empathise with people's life experiences • Have an ability to facilitate and engage with individuals and groups with a strong commitment to community development principles and practice.

	<ul style="list-style-type: none"> • Understanding and knowledge of the range of social inclusion supports and services available locally • Demonstrated and developed excellent facilitation and community engagement skills • Relevant technology skills to deliver the requirements of the role • Excellent communication, interpersonal and team building skills • Bilingual or having the ability to communicate in other languages would be desirable but not essential • Have a full understanding of child / vulnerable person’s protection regulations • Ability to engage with target groups in identifying their needs and assisting in the development of appropriate responses • Ability to develop positive working relationships with a range of groups and agencies • Ability to work on own initiative and as part of a team. Proven ability to manage own time, set priorities, plan and organize work to meet timelines • Advocacy and networking skills • Knowledge and understanding of community and social issues • A non-judgemental and positive attitude • Creative thinking and problem-solving ability • Be willing to work outside normal office hours when required • A full driving licence and own transport is essential • Garda Vetting is a requirement of the post
Relevant Training or Qualifications	Relevant Training and qualifications: <ul style="list-style-type: none"> • Third level qualification in a related field such as Community Development, Health Promotion/Education, Health and Social Care, or similar (minimum level 7 on the National Framework)
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 Arklow, Wicklow and Baltinglass Municipal Districts. Access to own transport and having a full driving licence is a requirement of the post.
Reporting	The Worker will be line managed by the Social Inclusion Manager in CWP.
Contract Duration	This is a full time (35 hours per week) position. Flexibility will be required, and the successful applicant will from time to time be required to work additional time or time outside of normal working hours. This time can be taken again as time off in lieu hours. An initial twelve month fixed term contract will be offered to the successful candidate. Salary: €36,274 per annum pro rata. The successful candidate is required to serve a probationary six-month period. Short-listing of candidates may apply. A panel may be formed from which future positions may be filled.