



County Wicklow Partnership



PERSON SPECIFICATION FOR THE POST OF:

East Coast Regional Drug & Alcohol Task Force Development Worker

<p>Purpose of the Post</p>	<p>The Development Worker will play a pivotal role in developing and supporting community based projects and facilitating interagency work in the East Coast Region. The key responsibilities of this post are project support, support of community/voluntary representatives and development of community/voluntary networks, policy development and the development of service users' fora. The Development Worker will work with the ECRDATF members to fulfil the aims and objectives as outlined in its current and future Strategic Plans which have been developed with consideration of the actions identified in the National Drugs Strategy (Reducing Harm, Supporting Recovery 2017-2025). The Development Worker will collaborate to identify innovative responses to drug and alcohol misuse in the East Coast Region and deliver actions aimed at addressing existing and future drug and alcohol problems through effective use of community development principles and practice.</p>
<p>Principal Duties and Responsibilities</p>	<ul style="list-style-type: none"> • Promote the development and supports of the currently funded and new drug and alcohol services with a focus on facilitating interagency working. • Engage with the wider ECRDATF 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 its funded services 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 • Develop service users forum groups and organise representation of service users and other communities of interest as members of the ECRDATF • Help to implement the ECRDATF Strategic Plan recommendations and actions aimed at addressing existing and future drug and alcohol problems in the region. • As required, refer individuals and families 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 funded services to address the problems caused by drug and/or alcohol use in the community • 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 and aftercare • Any other duties that may be assigned from time to time by the Task Force or its sub-committees <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</p>

	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.
Relevant Training, Qualification, and previous Experience Related to the Position	<ul style="list-style-type: none"> • A relevant third level qualification in Community development, addiction studies or a related discipline. (minimum NQF level 7) • At least 3 years' experience in Community Development Work or similar role. • Excellent facilitation, presentation and organisational skills. • Experience in writing clear and precise reports; • An in-depth understanding of social inclusion and its application through community development principles and practice: <ul style="list-style-type: none"> • The proven ability to carry out a community needs analysis; • Be highly motivated, with the ability to work independently in a team setting • Identify initiatives, and support communities/groups to manage and progress them.
Skills and Abilities	<p>Skills and abilities in:</p> <ul style="list-style-type: none"> • Building strong and positive working relationships at an individual, family and local community and voluntary level: • Ability to work through effective use of community development principles and practice • Facilitation skills; • Excellent IT, social media and report writing skills • Community Event Management; • Time management skills with flexibility in relation to duties and working times: • Ability to take direction and progress work on own initiative, when required • Fluent English, both oral and written, required
Personal Attributes	<p>Subscribe to the values and principles of:</p> <ul style="list-style-type: none"> • Equality and anti-discrimination; • Human rights approach; • Integrity and Fairness; • Honesty and accountability; • Commitment and passion for the work <p>Demonstrating the following:</p> <ul style="list-style-type: none"> • Warm, friendly and approachable manner; • Good Communicator; • Spirit of partnership • Non-judgmental approach • Good listener and advocator for evidence-based changes
Location of Work	The Development Worker will be based in the CWP office at Arklow River House, Bridgewater Centre, Arklow but will work across the entire East Coast Region. Access to own transport and having a full clean driving licence is a requirement of the post.
Reporting	The Development Worker will be share/matrix managed. The CWP Supervisor will oversee all normal personnel matters (e.g. leave, salary, office resources) and the Task Force Coordinator will oversee activity development, interagency work, etc. S/he will regularly attend planning and progress meetings, and produce update reports for the supervisory working group comprised of the ECRDATF Coordinator and CWP Supervisor. S/he will present a summary of achievements at each Task Force meetings.
Contract Duration	Further to the return of positive Garda Vetting and reference checks, the Development Worker will be offered a full time post (35 hours per week) for the first 6 months' probation period when a role and funding review will take place. There is the potential for a longer term contract thereafter, delivery and funding dependant.