

Bray North School Completion Programme: Project Worker (Part Time) (<https://www.activelink.ie/node/109616>)



Project Worker

Project Information

The School Completion Programme is a targeted programme which aims to increase the number of young people staying in primary and post primary school and in doing so improve the number that successfully complete the Senior Cycle, or equivalent. The School Completion Programme works with students aged 4-18.

The focus of the Programme is to work with those who may be at risk of educational disadvantage through early school leaving.

The School Completion Programme aims to impact positively on school:

- Attendance
- Retention
- Participation

The Programme provides a range of local targeted interventions in disadvantaged schools and communities designed to support the retention of children and young people in education. The Bray North School Completion Programme is funded by Tusla Education Support Service (TESS)

The Bray North School Completion Programme operates in 3 primary schools and one post primary school in the Bray North area.

Role information & key duties

- School Completion Programme project workers work with both primary and post primary students. The project worker reports to the SCP Coordinator and the local management committee.
- The duties of the School Completion Programme Project Worker will include but are not limited to:
 - Being responsible for building working relationships with management, school staff, community and local groups to ensure a continuum of support and relationships. Relationships are the core of the work in Bray North SCP.
 - Provision of direct, one to one and group supports and interventions to identified young people in primary and post primary schools.
 - Organising and facilitating the provision of in-school, out-of-school, after school and holiday time supports and evidence based/informed programmes for identified children and young people.
 - Engaging the target group and supporting those young people to develop knowledge, skills, attitudes, and behaviours in the areas of social and emotional literacy, personal effectiveness, school readiness and educational achievement to enable them to effectively participate in the school environment.
 - Enabling and empowering students to participate in their formal education and other learning and development activities within the school environment.
 - Working collaboratively with other Tusla Education Support Service including Home School Community Liaison Coordinators, Educational Welfare Officers, the School Care team, Principals, and other professionals to identify the students to be engaged with the Project and to plan coordinated intervention for those children and young people across appropriate services to compliment SCP interventions.
 - Reporting to the Project Coordinator and the Local Management Committee as required.
 - Keeping up to date with local, regional, and national developments in the educational welfare sector, in relation to both policy and practice.

- Completing reports and other administrative tasks and recording procedures as required such as logic models, including attendance tracking and managing files in relation to students engaged.
- Engage in any relevant SCP CPD.
- Following policies and procedures prescribed by Bray North SCP in relation to child protection and other matters.
- Undertaking any other work relevant to the development of the programme as may arise.
- Attendance issues with a focus on positive attendance and participation drives
- Analysing needs within the schools and working with the coordinator in the development of new SCP initiatives and the evolution of existing programmes.
- The project worker will also liaise with relevant government & community agencies to ensure continuity of support for targeted young people.

Contract Type: Fixed Term Contract (12 Months)

Responsible To: SCP Project Coordinator

Location: Bray, Co. Wicklow

Hours: 17.5 per week.

Annual Leave: 25 Days Pro-rated.

Professional Qualifications and Experience

(E) = Essential, (D) = Desirable

- Education to Degree (Level 7) standard in a relevant area e.g. social care, education, youth work etc. (note: candidates with a Diploma and with exceptional, relevant work experience may also be considered in lieu of degree qualifications) **(E)**
- A minimum of 1 year relevant paid or voluntary experience working with young people in a similar role **(E)**
- Experience in the delivery of evidence informed/ based programmes to young people **(D)**
- Knowledge and experience of Logic Model planning **(D)**
- Full Irish driving license and access to a car **(E)**
- Knowledge of early school leaving factors in Ireland and familiarity with DEIS Schools **(D)**

Person Specification

All Essential requirements

- Empathy, approachability, and an ability to relate to children and young people.
- Understanding of and commitment to the purpose of the School Completion Programme
- Excellent interpersonal skills, including ability to build and maintain effective working relationships with children, young people, and adults.
- 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 working as part of a team.
- Excellent written communication, including strong report writing skills.
- Ability to implement and follow organisational guidelines and processes.
- Good computer skills, including experience of MS Word, Excel & Internet use.

Requirements of all Bray North SCP Staff

All Essential requirements

- Commitment to the purpose of the School Completion Programme and to work within the values, policies, and procedures of the Programme.
- To always act consistently in a professional manner
- 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 the Local Coordinator and/or the Local Management Committee 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.

Garda vetting: As our work involves contact with children and young people, candidates under consideration for employment with Bray North SCP will be subject to our own Garda Vetting.

References: The successful candidate will undergo two reference checks before commencing employment with Bray North SCP.

Annual Leave: The Project Worker will be entitled to 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 Project Worker will be expected to work a minimum of 17.5 hours per week. Please note this position will require flexibility in relation to working hours. It is expected that the Project Worker will work during and after school hours.

Salary: The salary for this position is Point 1 for new entrants on the Education and training boards (ETB) City of Dublin Youth Services Board Youth Worker Scale (Pro Rata) in Circular 0043/2023

Travel: This post will involve local travel. Domestic travel within Ireland and occasional meetings may also be required from time to time.

Base: SCP staff will be required to move around schools as required.

Applications:

Applications should be made by completing the attached application form and emailing it to the project Coordinator at michelle.murphy@scp.ie (<mailto:michelle.murphy@scp.ie>). Or by post to Bray North School Completion Programme, C/O Ravenswell Primary School, Bray, Co. Wicklow. A98 X8X7 by **Friday 16th August 2024**. Applications received after this time will not be considered.

Region

Bray, Co Wicklow

Date Entered/Updated

17th Jul, 2024

Expiry Date

16th Aug, 2024

Attachment	Size
School Completion Programme APPLICATION FORM.docx	29.52 KB

Source URL: <https://www.activelink.ie/vacancies/children-youth/109616-bray-north-school-completion-programme-project-worker-part-time>