

## **Our Lady Of Lourdes: After Schools Worker x 2** **(<https://www.activelink.ie/node/110546>)**



### **After Schools Worker x 2**

**Employer and Funder:** Our Lady Of Lourdes CLG

This project is funded by Regeneration, Limerick City and County Council.

**Address:**

Our Lady of Lourdes Community Services Group  
OLOL Community Action Centre,  
Greenfields Cross,  
Rosbrien, Limerick  
Eircode V94 KX9V

**Job Title:** After School Worker(s)

**Reporting to:** The successful candidate will report directly to the After Schools Coordinator.

### **Overall Purpose of Job:**

We are currently recruiting x2 after school workers for 16 hours per week for a 6 month contract, with the potential for this to be extended.

We are looking for two team members to join us. We value our diverse team and we value self-care and having a healthy work-life balance.

The role will primarily be based in the Our Lady Of Lourdes, however, during the summer months and occasionally during the year we attend external trips. Transport to/from these trips will be provided for the successful candidate.

### **Key Areas of Work:**

#### **Programme Delivery and Development:**

- To maintain and ensure a safe and stimulating environment for the children/young people for whom the service is being provided.
- To assist in the planning, organising, delivery of interventions and the running of activities of the service that is being provided, e.g. social, emotional, and educational activities.
- To support the day-to-day administration of the service that is being provided in the after-school project.
- Follow Healthy Eating Initiative.
- To liaise with parents and others as necessary.
- To report directly to the project coordinator.
- To be familiar with Microsoft Office, Internet usage, and basic computer functions.
- To maintain confidentiality at all times.
- Liaise with the Family Support Worker and Community Employment Mentor whose work supports families who may be experiencing issues of unemployment, education, and mental health.

#### **Administration:**

- Report on procedures, groups, supervisions etc. as directed by youth worker manager

- Comply and embody GDPR and confidentiality.
- Prepare, document and debrief on all activities held in Our Lady Of Lourdes After Schools Prepare incident reports etc. if required

## General:

- Work as part of a team and be comfortable bringing ideas and initiatives to team meetings
- Monitor and value your own self-care
- Working with colleagues in other areas of the organisation to deliver on community needs
- Undertake additional duties as may be required from time to time
- Prepare to engage in community activities and initiatives that may fall on weekends.
- Ensure that the protection and welfare of children is a primary concern and that, when child protection issues arise, procedures are followed.
- A clear Garda Vetting is a requirement of this role
- Recognised qualification (Minimum QQI/FETAC Level 5) is desirable.
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## Person Specification

### Professional Knowledge and Skills:

- Recognised qualification (Minimum QQI/FETAC Level 5) is desirable.
- Proficient at planning, implementing and evaluating programmes
- IT skills, report writing, data collection
- Ability to communicate effectively and appropriately to young people across the target group age range
- Experience of working with young people
- Ability to work on own initiative as well as part of a team

### Hours of Work

16 hours per week,

Please note, **this is mainly afternoons, with some evening and occasional weekend work.** An example of a start time may be 1pm, and a finish time could be 5pm. Please only apply if this is suitable. Flexibility is required

### Training

This project is happy to support any additional training

## How to Apply

Please return CV and cover letter to Evan O' Grady, Youth Worker & After Schools Coordinator [evan.ogrady@ololcsg.ie](mailto:evan.ogrady@ololcsg.ie) (<https://www.activelink.ie//C:/Users/Student%201/Downloads/evan.ogrady@ololcsg.ie>) by September 12th 2024.

Any general enquiries please contact Melissa Keane [Melissa.keane@ololcsg.ie](mailto:Melissa.keane@ololcsg.ie) (<mailto:Melissa.keane@ololcsg.ie>)

Please note, it is proposed that the interviews will be held on Thursday September 19th 2024.

### Region

Limerick

### Date Entered/Updated

29th Aug, 2024

### Expiry Date

12th Sep, 2024