

## **Bray & North Wicklow Area Partnership: Systems Steward** **(<https://www.activelink.ie/node/111557>)**



### **Job vacancy: Systems Steward**

**Post:** Systems Steward

**Employer Body:** Bray & North Wicklow Area Partnership (BNWAP)

**Reporting to:** BNWAP Early intervention & Family Support Services Manager

**Office Location:** Bray area and environs

**Area of Operation** Neighbourhoods in Bray and South-East Dun Laoghaire Rathdown

**Terms/Conditions:** 21 hours fixed-term contract position up to December 2025 with extension subject to continuation of funding and contract conditions.

**Salary:** Salary for this position is aligned to the Health Sector grade VII scale for pay purposes. The starting salary for the 21 hours working period per week is €35,033.00 annually. An employer's contribution to an approved pension scheme will also be available following the satisfactory completion of the probationary period.

BNWAP is working collaboratively with partner agencies and groups in the Bray and South-East Dun Laoghaire Rathdown areas as part of the Local Area Child Poverty Action Plans Pilot Programme. The Family: Adult, Children Enhanced Service (F:ACES) Initiative being resourced through the Pilot Programme has the main objective of:

*Undertaking a systematic approach to identifying and analysing drivers of child poverty, adopting an early intervention and prevention approach from pregnancy to four years, in targeted adjacent neighbourhoods in the Bray and South-East Dun Laoghaire Rathdown areas and through local collaboration and interagency working, to examine existing best practice and what can be done differently, locally and nationally, to improve outcomes for families and children impacted by intergenerational experiences of poverty and disadvantage.*

A Systems Steward position is being recruited to support the F:ACES Consortium operational structures and undertake a leadership role in the development and implementation of the Initiatives action plan interventions. It is intended that the Human Learning System model approach for system mapping and collaborative working will inform and shape related activity locally. The Systems Steward will play a key role in shepherding the development and implementation of the F:ACES Initiative action plan and progressing the necessary change agenda process to achieve better outcomes for children, parents and families in the catchment areas.

This is an exciting role that will have interest to an experienced practitioner with a track record of achievement. The individual will have the capacity to advance existing best practice services and the strategic vision in developing new thinking and ways of operating to positively impact early years outcomes.

### **Principal Duties and Key Tasks**

The Systems Steward will join the BNWAP Early Intervention and Family Support Services staff team and work closely with the F:ACES Initiative. Governance and operational structures in undertaking the principal duties and key tasks to include:

- Provide informed input and practice support to the development and implementation of the system mapping processes focusing on drivers of child poverty.
- Apply a broad range of community development and engagement techniques and practices to help build trusted and meaningful partnership relationships between targeted families, statutory agencies and civil society organisations involved in the F:ACES Initiative.
- Being a first point of contact for information on the F:ACES Initiative plan of action and promoting an embedded understanding of the Human Learning Systems model underpinning the associated work being undertaken.

- Ensuring there is an equality of opportunity, access and regard for involvement and input to development processes, with particular emphasis on seldom heard/disengaged families, in order to facilitate a whole community approach dynamic.
- Resource and facilitate local networking and collaborations that inform and strengthen effective collective action.
- Supporting on-going learning, development and experimentation as core aspects of the F:ACES Initiative modus operandi.
- Promoting an operational environment that enables partners to rethink relationships, behaviours and ways of working with the intention of moving to enhanced systems that provide for better outcomes for children, parents and families.
- Assembling, facilitating and resourcing local learning community circles in the targeted neighbourhoods.
- Being the lead in growing the total net resources available to support work being undertaken.
- Facilitating and supporting the F:ACES Initiative management and operational structures.
- Having day to day responsibilities for progressing agreed actions from initial development phase through to implementation stage and final evaluation.
- Maintain appropriate and up-to-date records of activities, both in written and visual formats, and prepare required documentation and reports on the F:ACES Initiative work plan strategy and practice.
- Input to any evaluation processes implemented to capture learning emanating from work undertaken.
- 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 them from time to time and to contribute to the development of the post while in office.

## Monitoring & Evaluation

- Undertake appropriate monitoring and data collection to demonstrate the level of systems change and impact generated from changed practice and enhanced service provision and delivery.
- Supporting the work of the Programme Evaluator as necessary and required.
- Provide progress reports and presentations to oversight groups and funders identifying new ways of working and benefits achieved for all involved.
- Preparing promotional material documenting and highlighting practice learning for dissemination in a wider context to inform local and national policy development.

## Person Specification

### Knowledge

- A third level qualification in Community Development, Social Care, Social Work, Social Science, Education or relevant discipline is desirable.
- A working knowledge of community development practices and principles, social inclusion, economic and environmental factors and their impact on children, parents, families within communities together with an understanding of infant mental health policy and practice.
- Understanding of policy, particularly as it relates to child poverty in an Irish context.
- A broad understanding of the Human Learning System and its practice model.
- Ability to work collaboratively with a wide range of stakeholders to develop initiatives and bring about positive outcomes for children, parents and families experiencing poverty, disadvantage and exclusion.

### Experience

- Minimum 5 years' paid experience in a community/local development, social care or related field.
- Experience of partnership/collaborative working, building relationships across a variety of groups.
- Experience of project management from initial development through to implementation and evaluation.
- Experience of data collation and reporting.

### Communication and Interpersonal Skills

- Organising, planning, being a self-starter and prioritising on own initiative, including when under pressure and meeting deadlines.
- Ability to foster trusting relationships, apply deep listening, enable learning and address power dynamics.
- Capacity to lead based on inclusive and empowering principles.
- Building and maintaining relationships with a variety of stakeholders in the community.
- Working independently and collaboratively within a team and multi-stakeholder environment.
- Excellent IT skills.

## Other

- A clean driver's licence and the use of a car.
- Garda vetting of successful applicants is required.

## Application

The **closing date** for submission of an application, by email only and including a cover letter and CV, is **5pm Friday 1st November 2024**.

Application submissions are to be forwarded to [specs@brayareapartnership.ie](mailto:specs@brayareapartnership.ie) (<mailto:specs@brayareapartnership.ie>) for the attention of Maryrose Costello listing in the email subject line: Systems Steward, F:ACES Initiative. Interviews are planned for the week commencing **Monday 25th November 2024**.

Shortlisting of applicants may be used to select candidates for interview. Following the interview process, a panel may be formed from which the appointment will be made. Late applications will not be considered. Please see background information on the Local Area Child Poverty Action Plan Pilot Programme at [Local Area Child Poverty Action Plan](https://www.gov.ie/en/press-release/8fa8c-minister-announces-funding-for-local-area-child-poverty-action-plans/) (<https://www.gov.ie/en/press-release/8fa8c-minister-announces-funding-for-local-area-child-poverty-action-plans/>)



## Region

Bray, Co Wicklow

## Date Entered/Updated

16th Oct, 2024

## Expiry Date

1st Nov, 2024

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