

Carrigtwohill Family Resource Centre: Older Persons Activities Co-ordinator (<https://www.activelink.ie/node/112330>)



Job Title: Older Persons Activities Co-ordinator

Location: Carrigtwohill Family Resource Centre, Carrigtwohill, Co. Cork

Reporting to: Older persons advisory committee

Particulars of Post: This post is based on a 14-hour working week (over 2 days), 1-year fixed term contract.

Salary range: €16.30 - €18.50

Overall Purpose of Job:

The purpose of the role is to promote, maintain and improve individual and community health by linking older persons into activities within their community to improve their health and wellbeing.

Key areas of work:

- Support, develop and extend existing programmes available in Carrigtwohill to engage older persons.
- Increase the level of active participation of older persons in community programmes, services and activities.
- Assist in developing community links with local groups and signpost older persons to services within the community and East Cork.
- Deliver health outcomes education and information through organising workshops.
- Ensure compliance with all procedures for promoting and safeguarding the welfare of vulnerable adults.
- Provide advice, information and raise awareness about relevant services to be accessed.
- Record and evaluate the work and contribute to the development and practice of the service.
- Work as part of a team and have a flexible approach to the role.
- Attend staff meetings and other relevant meetings pertinent to the role.
- Any other work that the Management/Co-ordinator deem necessary.

Desired Attributes:

- Excellent communication skills and the ability to work with and engage older persons in community programmes, services and activities.
- Ability to work independently as well as part of a team.
- Ability to assess and respond to the needs of older persons.
- Collaborative mind-set, with experience in building partnerships with local services.
- Good timekeeper and able to manage workload effectively.

Qualifications:

- Prior experience of working with older people an advantage but not necessary.
- Undergoing Garda Vetting will be a compulsory part of the role.

To Apply:

Please email Cover Letter and CV to coordinator@carrigtwohillfrc.ie (mailto:coordinator@carrigtwohillfrc.ie), copying nicola.lucey2@hse.ie (mailto:nicola.lucey2@hse.ie). The closing date for applications is 5pm on Friday 6th Dec 2024.

This post is funded by the HSE Cork North Community Work Department, Cork Kerry Community Healthcare.

Region

Carrigtwohill, Co Cork

Date Entered/Updated

22nd Nov, 2024

Expiry Date

6th Dec, 2024

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