

South Dublin County Partnership: Youth & Community Project Worker (<https://www.activelink.ie/node/114177>)



South Dublin
County Partnership
Páirtíocht Chontae
Átha Cliath Theas

SICAP Youth and Community Project Worker

Full Time continuous Contract (Subject to Funding)

South Dublin County Partnership works with people who are socially excluded or are at risk of becoming so and promotes social cohesion and labour market participation with a focus on the most disadvantaged neighbourhoods. This is achieved through a range of integrated activities in Education, Training, Job Placement, Early Childhood Services, Enterprise Support and Community Development Programmes. South Dublin County Partnership is an equal opportunities employer and welcomes applicants from a diversity of backgrounds.

Youth & Community Project Worker

We are seeking an energetic, hands-on Project Worker to develop and coordinate specific Lifelong Learning responses targeting young people and adults living in the most disadvantaged areas of South County Dublin who face barriers to learning and entry level employment and support them to participate in learning activities that meet their identified needs. This post is funded under the Social Inclusion Community Activation Programme 2024- 2028 for more information on SICAP click [here](https://www.pobal.ie/programmes/social-inclusion-and-community-activation-programme-sicap-2024-2028/)

Reporting to the Senior Manager of the Lifelong Learning Team.

Key Responsibilities for this position include but are not limited to.

- Develop innovative programmes to meet learners needs using a logic model framework to effectively plan, deliver and evaluate each intervention.
- Have responsibility for the recruitment of trainers/tutors to deliver non-accredited courses with a particular focus on the preparation for apprenticeships and traineeships for young people aged 16 to 18 years of age.
- Work in collaboration with the Aspire Team to develop the Inspiring the Future Apprenticeship Programme.
- Manage an annual caseload of learners as required under the SICAP programme.
- Using CRM systems, complete necessary paperwork (paper and digital) for each learner in accordance with SICAP handbook and other regulatory obligation e.g., GDPR.
- Work in partnership with community/youth organisations/groups to identify gaps in training/service provision in local communities and develop and implement (in line with senior manager) needs based training, courses, workshops, and interventions, as required.
- Recruit learners for programmes and courses and support them throughout the course to completion.
- Meet learners to carry out assessments of learning needs and complete personal action plans. Provide one to one individual support and assist learners in their progression from Lifelong learning programme to further education and training.
- Prepare regular and annual reports, updates on agreed KPIs and submit files for auditing.
- Manage a budget, complete financial requests and report on expenditure.
- Participate in monthly team meetings, team training, and team building activities.
- Carry out other tasks as assigned by the Lifelong Learning Manager

The ideal candidates should have:

- A minimum of two years' experience working in youth work/social exclusion/community development
- A third level qualification in Youth/Community Work or related discipline is desirable.

- Strong understanding of youth and community work methodologies
- A creative approach to working with young people through a non-formal community education.
- Excellent communication, facilitation, organisational and reporting skills
- Ability to work on own initiative and as part of a team.
- Flexibility in relation to hours of work to meet the needs of the work.
- Proficiency in MS packages e.g. word, excel. Experience of CRM systems desirable.
- A full clean driving licence as travel will be required within South County Dublin
- Garda vetting will apply to this role

Remuneration Package & Benefits:

- Salary scale €34,831 – €51,737 (inc. two long service increments)
- starting scale is commensurate with experience
- Excellent Pension of 10% employer's contribution after successful probation period.
- Access to HSF low-cost health insurance.
- Opportunity to apply for up to two days remote working as per SDCP policy on completion of successful probation period of 6 months.
- 35 hours per week

Application Process

Applicants should pay particular attention to the essential and desirable criteria in the job description, your suitability and why you are the best candidate for this post in question.

Please send three copies of your up-to-date detailed CV (no more than 2 pages) and cover letter accompanied with completed confidential form marked: **Youth and Community Project Worker Ref: 181** to:

Administration & Operations Department
 South Dublin County Partnership
 Unit D1, Nangor Road Business Park
 Nangor Road
 Dublin 12

OR alternatively email your application to jobs@sdcpartnership.ie (mailto:jobs@sdcpartnership.ie) – subject box to be marked **Youth and Community Project Worker Ref: 181**

Closing date for receipt of applications is **28th March 2025 @ 5pm**

South Dublin County Partnership is an Equal Opportunities Employer.



The Social Inclusion and Community Activation Programme (SICAP) is co-funded by the Irish Government, through the Department of Rural and Community Development, and the European Union through the European Social Fund Plus.

Region

Dublin 12

Date Entered/Updated

4th Mar, 2025

Expiry Date

28th Mar, 2025

Attachment

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