

Job Description of: Youth Justice/Outreach Worker

Main Purpose of Job: To assist in implementing and regularly evaluating a full time social education programme responsive to the needs of young offenders/youth at risk.

To facilitate and implement, plan of work for the Céim ar Chéim Project &/or Moyross Garda Youth Diversion Project and to continue to identify and resource the needs of its members.

To assist in creating and maintaining a working environment in which the Project can thrive. Ensure that premises, equipment and staff support all contribute to the highest possible standard of safety & service provision.

The Youth Justice/Outreach Worker reports to : The Manager.

Key Areas of Work & Specific Tasks

1. Outreach is intended to support the placement of the at risk youth attending the day and evening programmes – to intervene at an early point to help redirect the young person towards a positive lifestyle.
2. Engagement with young people through meeting them in their own environment, including initial contact with referral agency, pre-acceptance meetings and negotiating a contract of involvement through implementation of **I**ndividual **E**ducation **P**lans.
3. Responsibility of planning and facilitating the delivery of Health Education/Personal/Social/Vocational Development Programmes as set out by the Manager.
4. To attend sport and external activities as organised by team.
5. To liaise with the family of trainees, meeting at home and inviting parent(s)/guardian(s) into centre as an automatic part of the programme. To be an on-going support to the families of trainees.
6. To monitor overall behaviour during programme hours and to intervene when required — ensuring @ all times that the values and ethos of Moyross Youth Academy are upheld in a restorative manner.
7. To provide support and encouragement out of the centre when attendance wavers or decreases due to external pressures e.g. drug, alcohol abuse, mental health issues etc.
8. To provide continuous support to participants in relation to, issues affecting them on daily basis, be they internal or external issues.
9. To provide on-going support to participants for external appointments such as medical, housing, court, counselling etc.

10. To liaise with other Probation & Youth Diversion Projects within the catchment area with a view to channelling at risk youth and early school leavers not attached to any formal education setting towards supports and programmes available.
11. Assist in the supervision of participants and activities and facilitation of group work such as Drug & Alcohol Awareness, Crime Awareness, Restorative Practices, CHART Programme (Changing Habits Reaching Targets), Choice & Challenge etc.
12. To organise and assist in implementation of GAISCE Awards in Céim ar Chéim.
13. To gain and continuously develop awareness of the extended environment and liaise with the relevant community organisations and workers.
14. Assist Manager & Ass. Manager to address patterns of poor attendance, behaviour etc.
15. To carry out external and internal duties as are assigned to you from time to time by the Manager/Directors.
16. To attend scheduled meetings.
17. To prepare type and present work reports, IEP reports, probation reports, progress reports etc.
18. Assist team in devising, implementing and continuously evaluating policy documents, programmes and curriculum and other relevant documentation.

Management of Resources

- Assist in the daily organising of the MYA Projects including making sure that the resources required are always available and that members follow the MYA concept and make progress towards their targets.
- Provide a directory and other relevant data of all contacts and companies you network with.

Programme Development

- Timetabling, staffing and implementing programme.
- Evaluation and planning at end of term and annually.
- Responsibility for course content inclusive of outside placements.

Programme Input

To facilitate weekly group meetings, programme input and act as a mentor to the participants.

Premises – Health & Safety

Responsible for the up-keep of the premises occupied, while always keeping to the highest possible levels of safety and health.

Management Committee

- To ensure that the manager will receive work reports on a weekly basis.

Networking

The Youth Justice/Outreach Worker has a responsibility to network within the other strands of the Moyross Probation & Youth Diversion Project, the Probation Service, Gardaí, Limerick & Clare Education & Training Board, Department of Social Protection and other Community Groups, possible potential employers, companies for job placements etc.

In Service Training

On-going development of the job knowledge and skills of the Outreach Worker will be encouraged by the management committee. Attendance at any external training courses deemed useful in this regard will be subject to the approval of the management committee.

Full-time position is 36.5 hours per week
Part-time position of 18.25 hours per week