



Women's
Collective
Ireland

WCI DEVELOPMENT WORKER JOB DESCRIPTION

Name of Employer	Women's Collective Ireland (WCI)
Address of Premises:	Clon Road Business Park, Ennis, CO. CLARE
Job Title:	WCI Clare - Development Worker
Reporting Relationship:	The Development Worker reports to the WCI Clare Coordinator and is accountable to the WCI Board as the Employer.
Purpose of the Job:	The overall purpose of this position is to work as part of a team to engage in women's community development work within WCI Clare and to facilitate and support the development, well-being, capacity building, training and networking of women in the local area.

Key areas of work:

1. To be accountable to the WCI Board, through the Project Coordinator, to work as part of the team to meet the aims, objectives and outcomes of WCI Clare and participate in regular team meetings.
2. To outreach, support and facilitate the capacity building of local women and WCI Clare.
3. To identify the relevant training and support needs of women in the area and facilitate women's participation.
4. To provide signposting support, one-one support in relation to women's community education and development and group facilitation.
5. To assist in the planning, development and delivery of relevant programmes, including facilitation of programmes, within WCI Clare to women locally.
6. To network with other community organisations, as part of the WCI Clare team, to support women's participation in WCI Clare.

Reaching out and Engaging Women

- To provide advice, information, support and community education and mentoring to women in the area under the supervision of the Project Coordinator.
- To work with the Project Coordinator to identify the needs of women and explore ways of addressing them.
- To develop outreach strategies to engage women.
- To identify and facilitate relevant programmes and supports to women for their personal, and educational development.
- To support women's access to needs based programmes, services and supports.

- To network with relevant agencies and organisations to develop referrals processes and procedures.

Supporting Women's empowerment and participation through feminist community development/education

- To work with the Coordinator to identify the education, training and development needs of women in the area and explore ways of addressing them.
- Feed into WCI Clare work planning as part of a team.
- To facilitate, support and enable women to access well-being, education and training programmes and supports in WCI Clare.
- To facilitate information sessions, programmes and workshops, including (insert specific local programmes/initiative as applicable), for local women.
- To work with the Coordinator to identify funding sources, make funding applications and liaise with funding agencies for programme.
- Review, monitor and evaluate all aspects of the development work and produce written reports.
- To facilitate and support the networking of women with each other and with other relevant organisations.

Supporting visibility and enabling the voicing of issues affecting Grassroots Women

- To support women and/or women's groups to engage with and represent themselves in WCI Clare and other local structures and decision-making forum to as agreed with the Coordinator.
- To work with the Coordinator to build capacity to support participation of women on the Advisory Committee.
- To work with and facilitate women to identify and highlight issues for women to inform and influence local policy.
- To advocate, support and facilitate women's voices to be heard and highlight inequalities.
- To facilitate and support networking of women and with other relevant organisations.
- To collaborate and network with local organisations and agencies to promote and advance women's equality.

Supporting WCI organisational sustainability: growing and developing WCI Clare

- To promote the work of WCI Clare.
- Undertake tasks to further develop the aims of the Project as requested and agreed by the WCI Board and WCI Clare coordinator.
- Work flexibly as a member of the team.
- Participate in team building, planning and other organisational training or events as may be required by the WCI Board.
- Maintain confidentiality regarding all aspects of the business of WCI and all those involved with the organisation as staff, participants, placements and volunteers.