**Job Description and Person Specification**

**Youth Employment Support Worker**

**County Kildare LEADER Partnership** is seeking an experienced Employment Support Worker to work with young unemployed people in County Kildare under the Social Inclusion Community Activation Programme (SICAP). Due to the demands on the SICAP Youth Employment Service an additional post is being created for immediate implementation.

The Support Worker will work with young unemployed individuals aged 18 – 25 years on a 1:1 basis across County Kildare and will also be responsible for the establishment of group based training programmes for unemployed youth in locations where there is a demand. The delivery of group based programmes is supported by a steering group involving the Department of Employment Affairs and Social Protection, Kildare Wicklow Education and Training Board, Kildare Youth Services and County Kildare Children and Young People’s Services Committee (CYPSC).

The successful candidate will have a relevant qualification in Youth Work, Community Work or adult guidance and have a minimum of 3 years recent experience working with young adults, preferably aged 18 -25 years. S/he will also have a good knowledge of issues affecting young people e.g. youth unemployment, drug prevention, anti-social behaviour, youth mental health, possess a knowledge of supports available locally to the young unemployed and have the ability to communicate with young people and understand appropriate youth work interventions.

S/he will be a self-starter, prepared to work flexibly and have a current full driving licence.

**PERSON SPECIFICATION:**

**SKILLS, ABILITIES, KNOWLEDGE, EXPERIENCE, QUALIFICATIONS**

* Minimum of 3 years recent experience working with young people, preferably aged 18 -25 years.
* Knowledge of issues affecting young people e.g. youth unemployment, drug prevention, anti-social behavior, youth mental health etc.
* Knowledge of supports available locally to the young unemployed.
* Ability to communicate with young people and understand appropriate youth work interventions.
* Ability to work with and report to an inter-agency team and engage with employers
* Ability and experience of working with challenging behavior.
* Ability to work on own initiative and coordinate the full programme requirements including administration, report writing and facilitation tasks.
* Ability and experience of one-to-one work with young people
* Third level qualification in a relevant discipline

**JOB DESCRIPTION**

**Objective:**

* To identify and meet the needs of marginalised young people 18-24 years of age who are not in education, training or employment.
* To work on a 1:1 basis with unemployed young people using a career guidance / counselling and youthwork approach which involves the young person in the development of a Personal Action Plan
* To develop and organise programmes which respond to the identified needs, in collaboration with key stakeholders i.e. young people engaging in the programme and agencies involved in the project - DSP, KWETB, CKLP, KYS and County Kildare Children and Young People’s Services Committee (CYPSC).
* To deliver programmes in a Youth Work setting by offering opportunities and activities within an informal education and equal opportunities framework.
* To ensure that all youth work delivery is conducted in a safe environment.

**Responsibilities:**

* Engage young people who are not in education, employment or training in the development of their own Personal Action Plan
* Maintain a caseload of young people as clients, supporting their progression in line with their agreed Personal Action Plan
* Provide intensive, one-to-one and group support to ensure young people build their confidence and self esteem
* Organise the delivery of education and training supports based on the expressed needs and interests of the participants
* Liaise with the inter-agency group to achieve measurable outcomes for the young people engaged in the project
* Identify and document barriers to further education, training and employment for unemployed young people
* Liaise with key stakeholders to assist participants to progress onto further education, training and employment
* Encourage and facilitate young people to be actively involved in the planning and running of the project

**Key tasks:**

* Identify and engage unemployed young people in specific locations with priority given to the most disadvantaged areas and young people
* Work with each individual participant to develop a personal progression pathway with achievable milestones
* Support unemployed young people to achieve actions agreed as part of their Personal Action Plan
* Liaise with state agencies e.g. DEASP and KWETB to support progression of young unemployed into further education, training and employment
* Organise and coordinate the delivery of multifaceted skills/capacity building programmes to include formal and informal education alongside one-to-one supports
* Register clients on the IRIS programme monitoring system for SICAP and maintain records in accordance with SICAP Programme Requirements.
* Link with and provide aftercare support to past programme participants.