

# Children's Integration Worker

Recruitment Pack

Closing Date: 23rd October 2024 @  
12pm

EMAIL:  
[RECRUITMENT@NORTHSIDEFRC.IE](mailto:RECRUITMENT@NORTHSIDEFRC.IE)



<b>Job Description</b>	
<b>Job Title:</b>	Children's Integration Worker
<b>Name of Employer:</b>	Northside Family Resource Centre

Northside Family Resource Centre, since its establishment in 1987, has sought to respond to the needs of the local community by providing the following:

- structures which facilitate local people to support each other and search for ways to improve the quality of life in the area
- services in answer to the needs of families and family members
- support for those most disadvantaged and socially excluded

The role is a **permanent, part-time contract, for 25 hours per week subject to continued funding from Tusla, The Child and Family Agency**. The Children's Integration Worker's purpose is to develop and implement children's services which meet the complex needs of children living in Knocklisheen Direct Provision Centre and other migrant centres on the Northside of the City.

They will have specific responsibility for certain projects and programmes. Primarily the projects are:

- Knocklisheen Afterschool Club – the day-to-day management and operation of the afterschool club based at Knocklisheen Direct Provision Centre and Corpus Christi Primary School.
- Out of school provision for children living in Direct Provision and Migrant Hubs
- Other relevant children's programmes for the target groups

In addition, the Children's Integration Worker will:

- Build positive relationships with children and young people
- Actively identify children and young people who would benefit from involvement in programmes and activities and encourage their involvement
- Plan, develop, deliver and evaluate projects and programmes based on current needs
- Encourage children and young people to actively participate in the design and development of programmes and offer opportunities for them to feedback on the programmes delivered

### **Family Support Work**

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## FAMILY RESOURCE CENTRE

In line with the primary ethos and focus of the FRC the Children's Integration Worker will:

- Work closely with the Family Support Worker to support parents
- Lead and/or participate in Meitheal, carrying out a Meitheal where appropriate, and supporting the family to actively engage in the process.
- Plan and deliver programmes which involve parents and children together
- Seek to integrate children into community-based services wherever possible
- Engage in local and regional structures.

### **Administration**

Children's Integration Worker will:

- Maintain appropriate records of target group and activities in a confidential manner
- Take responsibility for any fee/capitation requirements under the National Childcare Scheme including the support of sponsorship for access to regulated settings.
- Keep other financial records where necessary
- Source and apply for funding where appropriate
- Support and monitor attendance
- Compile relevant reports as required, completing them within the given timeframe
- Support FRC management to develop the relevant MOUs and other contractual arrangements when required
- Report to subcommittees of Board of Management where appropriate
- Support the promotion of the project.
- Use of social media to highlight events and achievements where appropriate in line with the Centre's policies.

### **Networking**

- Develop, deliver, and support programmes in partnership with other statutory and community organisations groups that will meet the needs of children and young people where appropriate.
- Liaise with other agencies and services working with children and young people living in direct provision and migrant hubs and attend meetings where appropriate.

### **Monitoring and Evaluation**

- Evaluate existing activities with the target groups to ensure we continue to respond to their needs.

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## FAMILY RESOURCE CENTRE

- Use participatory research techniques where children and parents design the projects and programmes, within the constraints of the system they find themselves.
- Model service delivery on international best practice
- Work closely with other FRC Projects in the development of services

### **General**

- Undertake other relevant duties as requested from time to time by the CEO, coordinator of Services or the Voluntary Board of Management.
- Take responsibility with other staff for the general work of the Centre
- Adhere to Health and Safety Statement and relevant policies. This includes reporting any concerns regarding onsite/ off site to management in the FRC.
- Undertaking Health and Safety risk assessments for any activities and use of venues in connection with the delivery of services.
- The safety and welfare of children and young people is a key priority. Employees must follow Children First National Guidance for the Protection and Welfare of Children 2017.

**Person Specification for Children’s Integration Worker**

<b>Job Title:</b>	<b>Children’s Integration Worker</b>
<b>Name of Employer:</b>	<b>Northside Family Resource Centre</b>
	This Person Specification is a description of the skills, knowledge and experience required for the position of Children’s Integration Worker with Northside Family Resource Centre

<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• A relevant academic / educational qualification (minimum level 6)</li> <li>• Knowledge and experience of the community and voluntary sector</li> <li>• Experience of providing support to individuals and groups</li> <li>• Experience and skills in group facilitation</li> <li>• Excellent Communication Skills</li> <li>• Computer skills and knowledge of computer packages</li> <li>• Experience and skills in developing and implementing children’s services.</li> </ul>	<ul style="list-style-type: none"> <li>▪ A relevant level 8 academic / educational qualification in social care or (community development)</li> <li>▪ Full driving licence</li> <li>▪ Knowledge and experience of the Family and Community Services Resource Centre Programme and the work of this Centre</li> <li>▪ Knowledge and experience of working with children living in Direct Provision and Migrant Hubs</li> <li>▪ Networking skills and ability to work with a range of voluntary and statutory agencies.</li> </ul>

**How to Apply:**

Please **DO NOT** send your CV. Application forms and explanatory notes can be found at [www.northsidefrc.ie/vacancies](http://www.northsidefrc.ie/vacancies). Only completed application forms will be accepted for shortlisting. Forward application to [recruitment@northsidefrc.ie](mailto:recruitment@northsidefrc.ie) before **23rd October 2024 no later than 12pm**. Informal enquiries can be directed to [yvonne.wold@northsidefrc.ie](mailto:yvonne.wold@northsidefrc.ie)

Northside Family Resource Centre is an Equal Opportunities employer.

<b>Terms of Employment</b>	
<b>Job Title:</b>	Children's Integration Worker
<b>Name of Employer:</b>	Northside Family Resource Centre

**Accountability:**

The Children's Integration Worker is an employee of the Board of Management of Northside Family Resource Centre.

The Children's Integration Worker reports to the Coordinator of Youth and Afterschool Services daily. Final responsibility rests with the Board of Management through the CEO.

**Hours of Work:**

Part-time, 25-hour post Monday to Friday where the worker is available between 09:30 to 18:30. The post is a permanent position subject to continued funding from Tusla. The Children's Integration Worker will be expected to be flexible about evening work for which overtime will not be paid but time-off-in-lieu will be granted. The contract is fixed term, and renewal will be subject to continued funding. A 6-month probation period will apply.

**Salary:**

The role is offered at no less than Grade 7.1 €33,500 (€21,474.36) pro rata per annum based on a 39-hour working week and commensurate with qualifications and experience. Weekly and Monthly pay frequency option available.

**Confidentiality:**

The Children's Integration Worker will be expected to observe confidentiality at all times in relation to the business of the Family Resource Centre.

**Holidays:**

Twenty-five days per annum pro rata plus public holidays, with two additional privilege days (Christmas Eve, and Good Friday).

**Garda Vetting:**

The position is subject to the completion of a satisfactory Garda Vetting process