



Job Description

Job Title	Coordinator, Community Mothers and Teen Parent Support Programmes
Application	Cover letter detailing relevant experience for the post and C.V.
Closing Date for Applications	Thursday, 15.07.21 at 5:00 p.m.
Proposed interview Date(s)	Week commencing 19.07.21
Campaign Specific Selection Process Shortlisting / Interview	<p>Short listing and/or ranking may be carried out on the basis of information supplied in your Letter of application, C.V. and achievements to date.</p> <p>The criteria for short listing are based on the requirements of the post as outlined in this job specification. Therefore, it is very important that you think about your experience in light of those requirements. Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</p> <p>Those successful at the short listing stage of this process (where applied) will be called forward to interview.</p>
Location of Post	Limerick Social Service Council, Henry Street
Reporting Relationship	The post-holder will report to the Child and Family Service Manager
Informal Inquiries:	Please contact Margaret Mastriani, Child and Family Service Manager, on 061-314111 or margaret.mastriani@lssc.ie

<p>Background and Purpose of post</p>	<p>LSSC's Child and Family Service works in partnership with families to support them to improve relationships and address any concerns with the goal of meeting agreed outcomes for children and their families. The CFS provides one to one and group supports to parents and carers, children, young people and extended family members. The Community Mothers Programme and the Teen Parent Support Programme are two core parts of the Child and Family Service and both work primarily with parents of young children.</p> <p>The Community Mothers Programme is a home visiting service for families with new babies and young children. The programme aims to encourage parents to enjoy participating more fully in their child's life and to support positive infant mental health. Community Mothers visit parents in their home during the early years of their child's life to support parents in the areas of parenting, infant mental health, child development and local services and supports. Community Mothers support positive parent/child relationships. Community Mothers also facilitate Baby/Toddler/Parent Groups, weaning workshops, baby massage and baby reflexology programmes in addition to Incredible Years Programmes, Circle of Security Programmes and the Mellow Bumps Ante-Natal Programme.</p> <p>The Teen Parents Support Programme Limerick (TPSP Limerick) is a family support service for young people who are pregnant or parenting. Support is also available to the young person's partner and members of their extended families. Support and information are offered in all areas of a young person's life regarding pregnancy and parenthood including health, relationships, parenting, education and training, childcare, social welfare entitlements, housing etc. The Teen Parents Support Programme Limerick is delivered through group peer support, one-to-one support and advocacy support.</p> <p>LSSC is now recruiting a full-time Coordinator to manage both programmes and ensure the delivery of high quality, professional family support services in Limerick City and County. This post is funded by TUSLA Child and Family Agency. The successful candidate will form an integral part LSSC's Child and Family Service.</p>
<p>Primary Duties and Responsibilities</p>	<ul style="list-style-type: none"> • Responsible for the Day to Day Management of the Community Mothers and Teen Parent Support Programmes • Development and implementation of interventions and supports in response to emerging needs of families • Manage, support and supervision of staff including regular support and supervision meetings and debriefing following home visits • Actively manage a caseload of parents and take the role of lead practitioner in Meitheals as appropriate • Promote and support positive parent/child relationships to families with children from 0-3 years, to parents in the ante-natal period and to young parents • Support staff in their role as Meitheal lead practitioner • Network with TPSP National Co-ordinator and TPSP Projects nationally

	<ul style="list-style-type: none"> • Participate in and contribute to the National Community Mothers Development Project • Support the planning, delivery and review of group supports including but not limited to Parent and Toddler Groups, Incredible Years Programmes, Weaning, Baby Massage/Reflexology, City Slickers Programme, Mellow Bumps and Circle of Security • Provide written reports as required including monthly reports, statistical data, quantitative and financial returns to funding agencies • Maintain accurate and confidential records. • Liaise with local Schools and Centres of Education in the delivery of services that will support young people who are pregnant or are parents to remain in education • Oversee the delivery of the School Completion Programme as it relates to young parents • Work flexibly and in partnership with other LSSC staff to support families • Work in partnership with the Tusla, ABC Start Right, the HSE and other funding agencies to support relevant initiatives and programmes • Work in conjunction with other Agencies in the Region to provide an appropriate service to Families.
Competencies	<ul style="list-style-type: none"> • Excellent leadership and management skills • Excellent written and verbal communication skills • Comprehensive knowledge and understanding of the issues facing children and families, particularly in disadvantaged communities • Strong knowledge of child development and how to support families to meet their child’s developmental needs • Commitment to working creatively to achieve better outcomes for children and families and to develop strong, trusting relationships with families • Capacity to develop and review plans and programmes to respond to needs of service users • Capacity to work in partnership with a wide range of stakeholders, including partner agencies, parents and children • Capacity to work with flexibility and sensitivity and to work flexible hours as required • Strong knowledge of <i>Children First</i> and the ability to identify and appropriately address child protection concerns • Capacity to self-motivate and work independently and in collaboration with a team • A strong working knowledge the Meitheal Approach and Process

Experience and Qualifications	<ul style="list-style-type: none"> • Relevant and recognised third level qualification in Social Care, Social Work, Early Childhood Care and Education or other related discipline (Minimum Level 8) • Minimum of 3 years post qualification experience of working with vulnerable children and families • Experience of planning, implementing and reviewing programmes for children and/or families • Candidates must hold a full and clean Driving License and have a car at their disposal • At least one years management experience is desirable • Experience of working with young parents and parents of young children is desirable
Hours of work:	37.5 hours/week
Terms and Conditions:	<ul style="list-style-type: none"> • Salary: Depending on Experience • Above Statutory Annual Leave • Pension Scheme • Commitment to Continuous Professional Development • The Post is subject to 6 months' probation, Garda Vetting, two written references and continued funding from Statutory Funding Agencies.

This job description is intended as a summary of the primary responsibilities of and qualifications for this position. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform that may be required either now or in the future.

Dated: June 2021