****

### Job Description and Personnel Specification

**Job Title:** Traveller Project Worker

**Responsible To:** OHLN Co-Ordinator

**Status of Post:** Fixed term contract until 31st December 2027, subject to continued funding

### Hours of Duty: Part Time (20 hrs. Per Week)

### Evening work and a flexible approach are expected.

**Holidays:** 25 Days plus 12 Statutory Days with Pay plus one additional day for each year of service up to a Maximum of 30 days – pro rata

**Time off in lieu:** Overtime will be remunerated by Time Off in Lieu to be taken within two months of overtime worked or in accordance with any arrangements made with the Board of Directors.

**Salary:** Starting Salary £25,480 pro rata

**Pension:** 6.5% contribution of gross salary

**Place of work:** Across the Omagh District

**Primary business:** Omagh Forum Office, Omagh Community House,

2 Drumragh Avenue, Omagh, Co. Tyrone, BT78 1DP

### Main Aim

Omagh Forum as the lead community partner in the Omagh Traveller Project aims to:

• Build the capacity of the Omagh Traveller community to highlight the issues faced by them, support and empower them to achieve meaningful solutions.

• Debate ideas and develop culturally appropriate initiatives.

• Provide those active at a local level with support and solidarity.

• Develop alliances at regional/national level and lobby for a regional strategy.

• Challenge the many forms of individual, structural and institutional racism which Omagh Travellers experience.

**Key Duties and Responsibilities**

**Operational Duties**

**•** Continue to directly and meaningfully engage with the Omagh Traveller community to build relationships and develop trust with a view to developing a three-year Action Plan.

• Build the capacity of the Omagh Traveller community to engage with Statutory Agencies and challenge the under representation of the Traveller community in decision making roles.

• Build Leadership Skills to create and participate in an Omagh Traveller Forum which will provide a mechanism for voicing the concerns of the community, address issues of inequality and discrimination and advocate for a NI Regional Strategy.

• Working with the Omagh Traveller community to deliver programmes based on identified need.

• Source other funding opportunities to meet the needs identified by Omagh Traveller community

• Work with Statutory Agencies, community organisations and businesses in Omagh to raise awareness and tackle discrimination etc

• Support the building of alliances and networks with other regional and cross border Traveller Support Projects to learn from best practice

**General duties**

1. Perform job duties in compliance with Omagh Forum policies and procedures to include equal opportunities and health and safety legislation.
2. Adhere to existing work practices, procedures and undertake relevant training and development activities and to respond positively to new and alternative systems.
3. Keep up to date with new resources in line with industry demand and ensure participants are trained using the most up to date and current resources.
4. Assist in the preparation of funding applications to external bodies.

1. Ensure quality of provision at all times.
2. Demonstrate commitment to Omagh Forum through the completion of all tasks allocated to you and by attending staff and development opportunities to ensure that professional competency is maintained.

The key job duties listed above give a broad outline of the functions of the role. However, these duties must be approached in a flexible manner. The job holder will be expected to adapt to changing circumstances and undertake other duties as allocated by your manager. The outline of the job duties may change from time to time. The job holder is expected to work occasional evenings and weekends.

**Personnel Specification**

Post: Traveller Support Worker

Location: Omagh Forum for Rural Associations, Omagh Community House

|  |  |  |
| --- | --- | --- |
| Factors | Essential  | Desirable |
| QUALIFICATIONSAND/OREXPERIENCE | An appropriate third level qualification in a health/community/social science related subject and 2 years’ experience implementing programmes in community or health. OrThree years’ experience of implementing programmes in community or health in the last 5 years. | Experience of working with Irish Travellers |
| KNOWLEDGE OF | Experience of supporting adultsExperience of carrying out risk and needs assessments.IT Skills – MS OfficeExperience of developing action plansExperience of monitoring, review, and evaluation Experience of working with statutory and/or voluntary sector agencies to develop and enhance services | Experience of signposting to servicesExperience of working with volunteers.. |
| SPECIAL APTITUDES | Flexible and adaptableWork collaboratively with individuals, staff, volunteers, partnership agencies and providers.Ability to handle confidential informationAbility to empathise with others.Excellent interpersonal skills and team member |  |
| SPECIALCIRCUMSTANCES | Full driving license and access to transport or ability to demonstrate equivalent level of mobility.Ability to work flexibly to meet the requirements of the post  |  |