**Lisburn YMCA is a pioneering voluntary agency operating across the Lisburn, Belfast and the South Eastern areas. We serve vulnerable communities and individuals with a range of innovative and holistic services for young people, adults and families.**

**All our work reflects our key commitments of:**

**• Promoting Youth Development**

**• Promoting Healthy Living**

**• Promoting Community Engagement**



**Lisburn YMCA is seeking to recruit experienced project workers for our alcohol and drug harm reduction services for young people aged 10-21. Candidates will be experienced facilitators with knowledge and experience of the needs of vulnerable groups. The post holders will be expected to facilitate a range of programmes in schools and community settings across the Belfast and South Eastern area.**

Job Purpose

* 1. To facilitate Drug and Alcohol Life Skills and Harm Reduction

 Interventions to groups of young people aged 10-21.

* 1. To work alongside schools and community partners to provide age

 appropriate quality services for young people.

* 1. To provide training and support for teachers and community partners in

 Drug and Alcohol Life Skills and Harm Reduction Interventions.

Job Description

**Job Title:** Project Worker

**Responsible to:** Project Coordinator

**Summary of Terms and Conditions**

* 1 x 22.5 hours per week (2 year fixed term contract with potential extension)
* £25,350 (Pro Rata, £15,210 actual)
* 22 day annual Leave plus 11 public holidays (Based on full time)

The advertised posts will be to work within our Drug and Alcohol Team as part of our wider Education Service Team. These posts offer successful applicants an opportunity to deliver a range of Drug and Alcohol Prevention and Harm Reduction interventions in a variety of settings across Belfast and the South Eastern Trust areas. These interventions include:

SHAHRP – The School Health Alcohol Harm Reduction Project. School based harm reduction education for all young people in post-primary education. This evidenced based programme aims to increase knowledge, encourage healthier attitudes and reduce harmful alcohol related behaviour in participants.

The Targeted Prevention Programme – Community based prevention interventions for young people aged 11-13, 14-15 and 16-21. Using Life skills and Harm Reduction approaches to engage young people from vulnerable groups and communities to adopt healthier choices around alcohol and drug use.

Building Up – A developing programme aiming to build resilience in young people approaching transition from primary school.

In addition, contributing to the development and delivery of a suite of both standardised and bespoke programmes on a need led basis.

Main Tasks

All main tasks and responsibilities are in line with DANOS (Drug and Alcohol National Occupational Standards

Programme Delivery

2.1 To be an active member of the Education Services Team contributing to the development and delivery of its annual services plan.

2.2 To facilitate school based SHAHRP interventions across Belfast and South Eastern area.

2.3 To facilitate community based drug and alcohol prevention programmes to targeted groups of vulnerable young people.

2.4 To develop Life Skills and Social Skills to promote resilience in young people, and grow protective factors.

2.5 To support young people to understand the harm caused to them or others of excessive drug and alcohol use and support them to make informed choices.

2.6 Provide services that are under pinned by best practice in the drug and alcohol field.

Monitoring and Evaluation

2.7 To review programmes to ensure accuracy and compliance with quality standards, legislation and codes of practice.

2.8 To keep accurate and up to date written records of all service activities regularly, report to the Service manager as required, ensuring service monitoring requirements are met.

2.9 To ensure a high quality service is delivered in line with the service objectives, service specification and Key Performance Indicators.

Other Duties

2.10 Be accountable and responsible for own professional practice, operating in line with professional code of conduct and within organisational policy and procedures.

2.11 Maintain and develop personal expertise and knowledge by reading, networking and further training.

2.12 To work responsibly and professionally in partnership with other agencies in the delivery of the YMCAs Programmes.

2.13 Attend staff meetings and participate in supervision and support processes

2.14 Help with the induction and orientation of new staff, volunteers and students.

2.15 To carry out other responsibilities as commensurate with the post.

General Tasks

3.1 This post is subject to an enhanced criminal record discloser check. This will be applied for through the relevant disclosure body depending on the geographic location.

3.2 Achieve the highest standards of safe guarding, whether through direct care provision of support activities to the children and young people who come into contact with our services, or by appropriately reporting concerns about any child or young person.

3.3 To promote equality, inclusion, respect and fairness and where applicable to manage diversity in all areas of planning and service delivery through an active involvement in implementing our equality and diversity policy.

3.4 To be familiar with and comply with health and safety procedures and policy. In the event of any serious risk, take immediate action to reduce this risk and inform line management.

3.5 Lisburn YMCA operates within a constantly changing environment and as such work priorities and targets may change. Management reserves the right to make reasonable changes to the job purpose and accountabilities.

3.6 To work cross functionally with other departments and to ensure that YMCA values and strategic objectives are achieved.

**It is essential that you fully describe in the application form how you meet the criteria sought. Please provide detailed information against each requirement, providing dates and ensuring that where requirements are time bounded (i.e. 1 year within the last 5 years) you provide detail and dates that fully satisfy the requirement. It is not appropriate to simply list the various posts that you have held. Assumptions will not be made from the title of your post.**

**Canvassing will disqualify**

**LISBURN YMCA HAS ADOPTED A ‘POLICY ON SMOKING’**

**LATE, POSTED OR E-MAILED APPLICATION FORMS WILL NOT BE ACCEPTED**

**Personal Specification**

Essential Criteria

4.1 A professionally recognised, relevant third level qualification. (eg. Youth Work, Community Development, Education, Health Promotion…)

and

 A minimum of 1 year experience facilitating programmes with vulnerable young people.

**Or**

4.2 A minimum of 5 years experience facilitating programmes with vulnerable young people.

Desirable Criteria

5.1 Experience facilitating alcohol and drug interventions.

5.2 Experience facilitating Life Skills programmes.

5.3 Experience working with community groups and/or schools.

5.4 Experience in evaluation of programmes and using recognised evaluation tools.

5.5 Training in Applied Suicide Intervention Skills Training (ASSIST) in last 3 years.

 Training in Mental Health First Aid in last 3 years

Training in SafeTalk in last 3 years

5.6 Excellent communication skills (oral and written)

 Excellent planning and organisational skills.

 Effective team player.

5.7 Good working knowledge of common IT applications (eg. Microsoft Office, Email, Google Chrome etc).

Additional Requirements

6.1 Candidates must be willing to work unsocial hours including evenings and weekends when necessary (with notice).

6.2 The project covers a large geographical area, candidates must have the ability to travel across Belfast and the South East Area to deliver services. Access to a car and a full UK driving licence or access to another appropriate form of private transport.