



Teach Tearmainn is a Domestic Abuse Support Agency working with Women and Children who are or have been affected by domestic abuse.

Job Title: TLC Kidz Project Coordinator

Contract: 1-year Fixed Term Contract, renewable subject to funding

Hours: 20 hours per week

Salary: €20,800

Location: Naas, Co. Kildare (some remote work will be possible)

Reporting to: Day Services Coordinator

Our Mission: To meet the needs of women and children experiencing Domestic Violence and Abuse, by providing inclusive, supportive, and confidential services that empower women and children to live life without fear.

Summary:

The Children's Support Service was established at Teach Tearmainn in 2018. In order to expand the offering of supports to Children and Young people impacted by Domestic Violence and Abuse, Teach Tearmainn are seeking a dedicated TLC KIDZ Coordinator to oversee the successful roll out of the TLC Kidz program in Co. Kildare.

About TLC Kidz



The TLC Kidz Project works with children and families who have experienced gender-based violence and abuse. The Project involves the establishment of a coordinated inter-agency response at a local community level which raises awareness of the impact of domestic abuse and violence on children and has a responsive collaborative interagency response to the needs of children and their families. **At the core of the project is delivery of the TLC Kidz Support Group for children and their mothers who are in recovery from domestic violence and abuse.**

Key Objectives of the TLC Kidz Programme are:

- Increase safety of women and children.
- Increase awareness of impact of domestic abuse on children.
- Support mothers in developing skills to support their children.
- Increase children's abilities to explore and talk about their emotions.
- Strengthen children's self-esteem.
- Develop problem solving skills.
- Understand responsibilities for behaviour.

The Role:

The Project Coordinator will be responsible for all aspects of the TLC Kidz Programme including referrals, assessments, and access to the program for eligible children and mothers.

The Successful Candidate: The candidate will have an excellent knowledge and understanding of domestic violence and the impacts this has on children and young people.



Key duties

- To manage referrals and to undertake assessments with children and mothers who may potentially join the programme and to support the overall aims of the Children's Programme in Teach Tearmainn
- To raise awareness of domestic violence and abuse and its impact on children in Co. Kildare.

- To work with children and mothers both in the group-work programme and individual work as required.
- To support agencies to develop a shared responsibility for the issue of domestic violence and abuse in tandem with the children's programme in TeachTearmainn.
- To increase capacity of organisations and service providers to identify and respond to domestic violence and abuse and its impact on children in line with the overall aims of the organisation.
- Participate in the delivery of the programme.
- Work with the interagency TLC Kidz steering group in Co. Kildare. Provide update reports to steering group with regard to the progress of the work and to report on progress on the project on a regular basis to the children's worker and manager.
- Recruit a pool of facilitators to deliver the TLC Kidz programme.
- Provide supervision guidance and support to the facilitators to ensure high quality delivery of the programme.
- Ensure high quality record keeping, monitoring and evaluation of the programme.
- Ensure that post programme support needs are identified, and appropriate referrals made.
- To work within the budget set out for the programme and to manage budget costs with the finance administrator/ manager.
- To work with the steering committee on the future sustainability and development of the programme



- Commitment to the purpose of Teach Tearmainn and to work within the values, policies, and procedures of the organisation and in the context of current legislation and regulations.

- To actively participate in team and staff meetings and service reviews/ evaluations and to contribute to the development of policy and practice with your area of work and within the organisation as a whole.

- To show reasonable flexibility in relation to hours of attendance to meet the needs of the work. Work during unsocial hours may be required in line with the needs of the project and to have a flexible approach to the work in response to organizational change, development, and review of best practice.

- Participate in and engage with a performance management programme. This includes identifying training needs with your line manager and participating in training opportunities appropriate and relevant to the role.

- To be cognisant of any concerns regarding the protection and welfare of children and to bring them to the attention of the Teach Tearmainn Designated Person in a timely manner, in keeping with Teach Tearmainn Child Protection Policies.

- To participate in the efficient flow of information within the organisation by sharing and seeking information as appropriate

- To undertake other duties as may be requested by the Day Service Coordinator from time to time.

Note: This Job Description will be reviewed and updated in line with the needs of the work.

Personal Specification

- Excellent communications and interpersonal skills
- Ability to manage in a dynamic and busy environment.
- Teamwork required and the ability to work in collaboration with others.
- Ability to prioritise competing demands.
- Flexibility and adaptability in terms of tasks and time is essential for this post.
- Ability to manage the complexity and diversity within your work.
- Ability to write clear reports as required.
- Demonstrate an understanding of the role.
- Ability to be child-centered and needs led.
- Ability to manage relationships internally and with external stakeholders relevant to your service.

Knowledge and Experience

Essential

- An understanding of the dynamics of domestic violence and abuse.
- A minimum of 2 years post qualification experience which includes experience of working with children and families
- Experience of coordinating/ leading programs

Desirable

- At least 1 years' work experience in a Domestic Violence service setting.

Qualifications



- Relevant professional 3rd level qualification (minimum of Level 7 on the NFQ) essential, for example: Social Work/Care, Education, Youth and Community Work, Psychology or equivalent.
- Full driving license and access to the use of suitably insured car essential.

Terms and Conditions

Hours of Work: Part Time: 20 hours per week.

Fixed Term Contract: 20 hours a week for 1 year FTC from date of contract, renewable, subject to funding. It is envisaged the days of work will be agreed on with Teach Tearmainn.

Application Process

The application is by application form only (see attached). Completed forms can be sent for the attention of the CEO to recruitment@teachtearmainn.ie. Applications are by email only. **Closing Date is 5pm on Friday December 4th, 2021.**

Only shortlisted candidates will be contacted. It is expected that this position will begin in January 2022. Please note any offer of a position is subject to Garda Clearance.