

## Job Description

### Community Development/Outreach Officer - Enniscorthy Social Inclusion & Community Activation Programme (SICAP)

#### Reporting to: Community Development Co-ordinator

**Role:** The Community Development & Outreach Officer is responsible for delivery of key strategic priorities for Wexford Local Development: **Community Development Supports for Disadvantaged Communities & Supporting Disadvantaged Children, Families and Young People** in the **Enniscorthy Municipal District**

WLD's Community Development & outreach work targets geographic communities where there are high levels of disadvantage, as per the POBAL Deprivation Index.

As well as geographic communities, we work with communities of interest; including Travellers, Roma, Long Term Unemployed, Lone Parents, People with a Disability, Disadvantaged Women, New Communities (including Programme Refugees/ People seeking international protection) and other specific target groups as identified locally.

Community Development work centres on the development of WLD's Community Team model in each of the four municipal districts. It focuses on engagement, collaborative work and on the promotion of equality and social inclusion in line with WLD's core purpose.

#### Key Responsibilities of the Community Development Project Officer:

1. Deliver on the Community Development teams' targets and Key Performance Indicators (KPIs) as agreed on an annual basis.
2. Develop, in consultation with the Community Development Co-ordinator, an individual work plan on an annual basis. The work plan will set out individual outcomes/impacts and the agreed mechanisms for achieving quality results.
3. Engage with target communities to promote community engagement and support groups and individuals to be part of community planning and decision making
4. Deliver collaborative community actions in partnership with local community groups, including support to organise activities/develop facilities, engaging children, families and young people.
5. Build the capacity of community groups and their members in order to strengthen their own ability to plan and address the social inclusion needs of the communities they serve or represent



6. Engage with individuals living in target communities, through outreach, in order to identify and understand local needs/issues to facilitate the development of appropriate responses and referrals into SICAP Goal 2 supports.
7. Treat all groups and individuals with respect and empathy and provide an approachable and welcoming environment for all those we work with.
8. Ensure the delivery of excellent standards of work and customer service to all clients and stakeholders availing of supports from WLD.
9. Work collaboratively and in an integrated way across all other teams in WLD, as well as with other agencies, in order to maximise benefit from company resources and to ensure effective streamlined services for our beneficiaries of WLD services
10. Produce regular reports on the delivery of individual and programme goals within required timeframes.
11. Contribute to the effectiveness of the Community Development team by keeping abreast of relevant programme requirements, company policies and the general policy context within which we operate.
12. Actively promote the values of equality and social inclusion in all work.
13. Ensure that you uphold Wexford Local Development's Code of Behaviour for staff.
14. Ensure safe working and operations of your area of work by implementing Wexford Local Development's health and safety policy in full.
15. Demonstrate a commitment to the Company's Core Purpose and Vision.
16. Implement other projects as required by your line manager or senior management.

### **Core Competencies:**

1. Excellent IT, written, verbal, reporting & communication skills
2. The ability to work as part of a team and the ability to work on collaborative projects
3. Knowledge and understanding of social inclusion and equality issues
4. Facilitation skills
5. A commitment to achieving results and to high quality standards of work.
6. A sense of urgency and commitment to continuous improvement.
7. The ability to manage projects and related budgets within agreed timeframes
8. The ability to be flexible and adopt to changing circumstances
9. Technical competence for the area of responsibility

