

Job Description

Community Development & Outreach Officer

Social Inclusion & Community Activation Programme (SICAP)

Reporting to: Community Development Co-ordinator

Role: The Community Development & Outreach Officer is part of a team responsible for delivery of key strategic priorities for Wexford Local Development: **Community Development Supports for Disadvantaged Communities & Supporting Disadvantaged Children, Families and Young People**

WLD's Community Development & Outreach Officer works with target geographic communities at Municipal District level, where there are high levels of disadvantage, as per the POBAL Deprivation Index. <https://maps.pobal.ie/WebApps/DeprivationIndices/index.html>

The work also targets 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 focuses on participation, engagement, capacity building, and collaborative work as well as on the promotion of equality and social inclusion in line with WLD's core purpose & values.

Key Responsibilities of the Community Development and Outreach Officer:

- Actively promote the values of community development, equality & social inclusion in all work
- Deliver on the Community Development teams' targets and Key Performance Indicators (KPIs) as agreed on an annual basis.
- Develop, in consultation with the Community Development Co-ordinator, an individual work plan annually. The work plan will set out individual outcomes/impacts and the agreed mechanisms for achieving quality results.
- Engage with target communities to promote engagement and support local community groups and individuals to be part of community planning and decision making structures.
- Engage with individuals living in target communities through outreach, in order to identify and understand needs/issues & to facilitate referrals into SICAP Goal 2- Individual supports.
- Deliver collaborative community actions in partnership with local community groups, including support to organise activities/develop facilities to engage children, families and young people.



- Build the capacity of community groups and their members in order to strengthen their own ability to plan & address the social inclusion needs of the communities they serve or represent.
- Treat all groups and individuals with respect and empathy and provide an approachable and welcoming environment for all those we work with.
- Ensure the delivery of excellent standards of work and customer service to all people, groups and other stakeholders availing of supports from WLD.
- 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
- Produce regular reports on the delivery of individual and programme goals
- 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.
- Ensure that you uphold Wexford Local Development's Code of Behaviour for staff.
- Ensure safe working and operations of your area of work by implementing Wexford Local Development's health and safety policy in full.
- Demonstrate a commitment to the WLD's values, core purpose and vision at all times
- Implement other projects as required by your line manager or senior management

Core Competencies:

1. A demonstrable knowledge and understanding of community development processes, policy landscape and current best practice in the area of social inclusion & equality
2. The ability to work on own initiative as well as part of a team & on collaborative projects
3. Excellent IT, written, verbal, reporting & communication skills
4. Group facilitation skills & excellent listening skills
5. A commitment to achieving results & high quality standards of community work
6. A commitment to continuous professional development
7. The ability to manage projects & related budgets within agreed timeframes
8. The ability to be flexible and adapt to changing circumstances within the community & voluntary sector
9. Technical competence for the area of responsibility

