

**Substitute Youthreach Resource Person**

**PERSON AND JOB SPECIFICATION**

Duties of Youthreach Resource Person as outlined under Circular Letter 12/03:

* Responsibility to the Co-ordinator on a day to day basis for the delivery of the programme.
* Direct class contact in keeping with programme needs as required by the ETB subject to a maximum of 20 hours per week.
* Curriculum development and delivery, implementation of certification procedures
* Maintenance of discipline
* Development and monitoring of programme
* Assessment and monitoring of learners course work
* Conducting interviews of learners
* Administrative duties relevant to the post.
* To deputise when necessary for the Centre co-ordinator.

**Desirable Requirements:**

* Qualifications in the area of Further/Adult Education/Social Sciences or similar
* Experience in delivering accredited programmes to adults/young people/ people with disabilities
* Ability to deliver modules/subject specific areas as per advertisement
* Experience in classroom management and dealing with disciplinary issues
* Clear understanding and empathy with the philosophy of working with young people
* Good understanding of post and the work of Youthreach and WWETB
* Ability to use own initiative
* A work history which demonstrates ability to accept change
* Experience in dealing directly with early school leavers and unemployed young people
* Strong computer skills
* Empathy with young people
* High level of interpersonal skills
* Excellent standard of written, verbal and presentation skills
* Ability to adopt a flexible approach to achieve goals
* Some experience of interacting with Community and Voluntary Organisations
* Ability to make linkages/connections/collaborate with other agencies
* Supervisory experience

 **Subjects covered in Youthreach Centres include the following:**

* Active Leisure Studies
* Agriculture/Horticulture
* Basin Skills
* Blow Drying Hair
* Breakfast Cookery
* Childcare: Community Care
* Craft & Design
* Dance
* Drama
* Engineering
* English & Communications
* Gaeilge Chumarsáideach
* Graphics and Construction Studies
* Hair & Beauty
* Hotel Catering & Tourism
* Information & Communications Technology (Vocational Specialism)
* Information & Communications Technology (Mandatory)
* Leisure & Recreation
* Mathematical Applications
* Modern Languages
* Music
* Office Administration and Customer Care
* Religious Education
* Science
* Short Order Cooking
* Social Education
* Technology
* Visual Art
* Vocational Preparation & Guidance
* Sign Language

**PARTICULARS OF THE POSITION**

**Position**

This pool is for the purpose of providing substitute cover for Youthreach Resource Persons. Candidates are expected to be flexible as hours may include evenings and other times, in accordance with service needs. Travel between WWETB centres may also be required.

**Salary**

Salary will be paid in accordance with such rates as may be authorised by the Minister for Education from time to time for Youthreach Resource person roles. Entry point to this scale will be determined in accordance with Circulars issued by the Department of Education. Rate of remuneration (currently €19.73 per hour – October 2024) may be adjusted from time to time in line with Government policy.

**Application Form**

Applications must be made on the official Youthreach Resource Person Application Form and all sections must be completed in full. When completing the application form accuracy is essential as the information supplied in the form will play a central part in the selection process.

**Shortlisting**

WWETB reserves its right to shortlist candidates, in the manner it deems most appropriate, to be included in the Youthreach Resource Person pool. Shortlisting will be on the basis of information supplied on the Application Form. It is, therefore, in your own interest to provide a detailed and accurate account of your qualifications/experience on the application form. The shortlisting process will provide for the assessment of each applicant’s application form against predetermined criteria that reflect the skills and depth of experience considered to be essential for a position at this level.