**YOUTHREACH RESOURCE PERSON**

**PERSON SPECIFICATION**

Qualifications and Eligibility:

Qualifications:

**Essential:** At least NFQ Level 7 qualification AND a minimum of three years' experience in a skilled capacity in the appropriate area being advertised.

**Garda Vetting**: No Resource Person may take up a post without satisfactory Garda eVetting clearance. If a candidate has not achieved Garda eVetting clearance by the time his/her post is due to commence, the offer of employment may be withdrawn.

**Permission to Work in Ireland**: all candidates must be eligible to work in Ireland. Non EEA nationals (unless exempted) must be in possession of a valid work permit, and must provide original documentation of same.

**JOB DESCRIPTION**

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 20.14 hours per week plus 15.86 hours administrative duties.

Curriculum development and delivery, implementation of certification procedures supervision of work experience and delivery of front line guidance and information as appropriate.

Work with centre management in the planning, delivery and evaluation of appropriate responses to education and training needs, including the identification and implementation of indicators for education and training outcomes for learners.

Work with ETB and centre management to (i) agree and implement a Centre Development Plan for the delivery of Youthreach services and (ii) conduct an internal centre evaluation process as set out in the Youthreach Quality Framework.

Maintenance of discipline

Development and monitoring of programme

Assessment and monitoring of trainee course work

Conducting interviews of trainees

Administrative duties relevant to the post, including the maintenance of records and the provision of reports as required.

Provide locally agreed substitution cover for absent staff, and supervise participants as necessary during lunch breaks and at opening and closing of the centre.

To deputise when necessary for the Centre co-ordinator.