

WOMEN'S CENTRE DERRY
Beibhinn House
5 Guildhall Street
Derry

JOB DESCRIPTION

Job Title: CHILDREN'S ADVOCACY WORKER

Responsible to: Centre Director

Duration: up to 31st May 2022

Hours: 17.5 hours per week (Job share)

Salary: £11,429 p.a.

Purpose of the Post

Provide advocacy, support and activities for children and young people from BAME communities impacted by the COVID crisis as a result of lockdowns, school shutdowns and isolation.

JOB TASKS AND RESPONSIBILITIES

1. To organise programmes and activities with a focus on building resilience, encouraging coping skills and life skills, improving confidence and promoting healthy lifestyles.
2. To deliver support tailored to the needs of each child.
3. To signpost participants if they require specialist advice.
4. To support children through mentoring and information to have positive expectations for their future life.
5. To deliver activities so that children from BAME communities have more opportunities to integrate and engage.
6. To support children to access and disseminate information about education, progression and opportunities.
7. To support the older children with college applications, job applications and interview skills to maximise their potential in education and gain employment
8. To provide advocacy, information and support services to address the children's needs.
9. To promote the engagement of 0-4 children from BAME communities in the creche.
10. To deliver activities with a focus on integration, English language development, problem solving, and interpersonal skills.
11. To ensure that children have access to IT equipment so that they can engage in on-line education activities throughout the COVID emergency.
12. To ensure that activities are designed so that they can be delivered if there are further lockdowns

13. To organise and deliver arts and crafts activities to build a sense of accomplishment and pride.
14. To organise and deliver activities to encourage the children to keep physically well.
15. To deliver outdoor activities to enhance language development as the children discover new places and surroundings.
16. To ensure that parents have access to a translator when dealing with issues which directly affect the child, for example, going to school meetings or pharmacy/health visits.
17. To maintain information about referral services and provide information to support children's emotional, physical, intellectual and social development needs.
18. To undertake to keep informed and updated on policies and practices to ensure that all those involved in the programme are treated with equal dignity and respect.
19. To evaluate and monitor the progress and impact of the project and participants using evaluations and observations
20. To co-ordinate the running and efficient delivery of the programmes.
21. To attend staff meetings.
22. To undertake relevant training as agreed.
23. To ensure that holidays and time off in lieu for are negotiated and agreed with Finance Administration Co-ordinator so as to ensure adequate cover for the delivery of the project.
24. To undertake any tasks from time to time as may be required in furtherance of the interests of Centre.
25. To ensure that all relevant records are maintained.
26. No alteration to this job description shall be made without the consent of the worker.