## **We are EPIC**

EPIC is a national voluntary organisation working with and for children and young adults who are currently in care or who have experience of being in care. This includes those in residential care, foster care, relative care, hostel, high support and special care units or facilities. EPIC also work with children and young adults preparing to leave care and those in aftercare.

**Job Description**

**Advocacy Regional Manager**

**Purpose of the post**

The purpose of the post is to provide leadership and direct management of the regional advocacy teams (South, South-West and West). The regional teams are comprised of our services and staff within the South (Cork), Mid-West (Limerick) and West (Galway). The Advocacy Regional Manager will develop and lead on all advocacy within the respective regions and will contribute to the achievement of EPIC’s national strategic and operational plans.

The successful candidates will be innovative, strategic thinkers who thrive within a supportive team environment whilst working with a great deal of autonomy and responsibility. The successful candidates will inspire and build the skills and confidence of the advocacy teams delivering independent advocacy to care experienced children and young people.

**Main Duties and Responsibilities**

* To manage the development, monitor and work to continually improve standards of advocacy services within the respective regions.
* To provide leadership, support and direction to the respective advocacy teams.
* To be responsible and accountable for the management of the regions financial budgets in line with EPIC’s financial and administration procedures.
* To ensure the appropriate allocation of workloads to each advocate within the region.
* To provide advocacy support to an appropriate number of children and young people.
* To influence and develop the strategic direction of advocacy services for EPIC nationally.
* To report on outcomes and progress towards strategic objectives both within the region and within your project lead areas.
* To be responsible for the compliance of services within respective regions.
* To establish and maintain strategic relationships with key partner organisations within the regions and sector generally.
* To represent the organisation both regionally and nationally as delegated by the line manager.
* To lead the regional teams, ensuring clear direction, outcomes and purpose in line with the overall strategic direction of the organisation.
* To contribute to the organisations policies and procedures in line with local and national strategy and legislative change.
* To develop and maintain successful cross-functional collaboration between advocacy, participation and system change.
* To use the findings of EPICs advocacy work to influence policy and practice within the sector.
* To develop and maintain partnerships with individuals, other organisations and local authority departments to ensure effective inter agency, inter disciplinary working.
* To ensure that appropriate detailed records of work undertaken are maintained in line with organisational policy and to undertake monitoring and reporting of statistics.
* Encourage the engagement of children and young people with EPIC and support EPIC’s Participation team to ensure the positive engagement of children and young people in line with EPIC’s regional and national strategy.
* Oversee the preparation of quarterly and annual reports, which are based on the agreed outcomes for each area of responsibility and attend management meetings as appropriate.
* Promote a children’s rights-based approach to practice through effective leadership.
* Ensure that all services provided meet agreed service levels, standards and outcomes.
* To oversee best practice in the delivery of all advocacy services.
* Assist with and oversee the implementation of both the organisational and local child and youth protection procedures in respect of issues raised by children and young people and ensure appropriate responses.
* Ensure the recording and reporting of unmet needs within areas of responsibility.
* Adhere to EPIC policies and procedures at all times.
* Promote EPIC’s values in all areas of responsibility.
* Carry out any other duties commensurate with the post as agreed by the line manager.

 **Communication**

The successful candidates will have key contacts with:

* Children and young people in the region
* Identified liaison contacts
* Leadership team colleagues
* Identified contacts in voluntary and statutory organisations within each region

Teamwork is central to the smooth running of the organisation and all team members are required to play an active part. This is important in relation to liaison with colleagues and, ensuring that the service provided meets service level agreements and contributes to the national profile of EPIC.

**Working environment**

The successful candidates will be based in one of three regional offices (Cork, Limerick or Galway). However, flexibility will be required given the remit of the role. A full driving licence and access to transport is required.

**Attitudes and values**

A Commitment to:

* Children’s rights, and in particular the rights of children in care and young people with care experience
* A strong belief that children and young people can make transformative change happen in their lives if given the opportunity
* Working inclusively and with a good understanding of equal opportunities practices
* Working in partnership with children and young people
* Working in a way than enables the empowerment of children and young people
* Working in a way than enables the empowerment of staff with a strong commitment to the continuing professional development of staff
* Developing best practice through regular supervision and training opportunities
* Strong inter-agency, inter-disciplinary working to improve outcomes for children and young people.

**Essential knowledge, skills and experience**

**Qualifications:**

* A relevant degree level qualification or equivalent work experience.
* A current driving licence

**Knowledge:**

*Demonstrable knowledge of:*

* The issues affecting children and young people in care or with care experience
* The Irish care system
* Children’s rights
* Child protection issues
* The principles and good practice of advocacy
* Current policy and practice in relation to children and young people

**Skills and Competencies:**

* Ability to manage time, workload and staff team to effectively meet deadlines
* Ability to effectively evidence and plan work
* Excellent communication and interpersonal skills, both oral and written are required to achieve effective working relationships
* Communicate effectively and appropriately as a manager, both verbally & in writing, to a range of internal and external audiences
* Ability to form positive relationships with children and young people
* Ability to form positive relationships with staff, colleagues and other professionals
* Ability to work collaboratively as part of a team and on own initiative
* Ability to work some evenings and weekends, with possible overnight stays

**Experience of:**

* Supervision and support of staff and volunteers
* Motivating and leading teams
* Managing budgets and performance targets
* Working directly with children and young people, both individually and in groups
* Working in an inter-agency, inter disciplinary way within voluntary and statutory sectors
* Report writing and evidencing practice
* Delivering presentations and training to a range of audiences

**Closing Date:**

Please submit your letter of application and CV by

**Friday 31st January 2020**