



## Job Description

**Job Title:** Project Worker  
**Employing Body:** County Wicklow Partnership (CWP)  
**Responsible to:** Manager, Wicklow Child & Family Project (WC&FP)

### Criteria for role:

- Professional qualifications and registration specified in the Service Level Agreement between Tusla Child and Family Agency and County Wicklow Partnership are required for this role
- Obtaining Garda vetting is mandatory for this position
- To adhere to Children First National Guidance for the Protection and Welfare of Children
- To adhere to all County Wicklow Partnership Policies, Procedures and guidelines
- To ensure that families information is maintained in the strictest confidence and should never be disclosed or discussed without their consent

### Role:

To provide support that improves the quality of life for families while promoting the personal, social and educational development of children, young people and their parents always keeping the child at the forefront of the work.

### Duties:

- To undertake initial assessments with families focusing on the families strengths and difficulties
- Provide evidence informed brief goal focused interventions to families
- To take a lead role in the delivery of the PPFS Meitheal framework
- Seek to empower families through an open and transparent process
- To liaise and consult with other professionals in supporting the needs of the families engaged with the Wicklow Child & Family Project
- Deliver evidence based and or evidence informed parenting support programmes to parents
- Maintain accurate records of practice and prepare reports as required
  
- Offer advice and information within the realm of family support to professionals and community
- To actively participate in Tusla's Prevention Partnership and Family Support
- Maintain professional and personal boundaries in all aspects of work
- Duties can take place on or off site and at times in collaboration with other professionals
- To work collaboratively with other relevant services for the benefit of the families and project

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- To participate in clinical supervision for support, guidance and continued professional development
- Participate in case management meetings, team meetings and attend other meetings as deemed necessary
- If requested, to be responsible for the support and supervision of student placements
  
- Play a role in specific projects and service development as required
- Respond to organisational change and any review or development of practice
- Contribute to relevant research, evaluation and report writing
- To actively participate in County Wicklow Partnership's strategic planning
- To comply and operate within all policies, procedures and guidelines as stipulated by CWP, Tusla & WC&FP
- Comply with responsibilities under General Data Protection Regulations
- To share information within the WC&FP as appropriate in accordance with good practice
- To conduct risk assessments and implement risk management plans as appropriate
- To work with management in achieving the aims of the organisation
- To undertake any other duties deemed necessary by management
- To take on roles of responsibility as requested or agreed with management
- When requested support reception/administration staff with enquiries and reception duties
- Contribute to maintaining a positive, welcoming and clean office environment

\* This job description is provided for information purposes and carries no legal / contractual status