**Home Visiting Parent Carer Facilitator\* Roles x2 (Full-time)**

**\*Note: This is the term CDI use for Family Support Workers**

**CDI is an Equal Opportunities Employer.**

**Guidance:**

In the following section, we ask you to describe some of your professional achievements to date that demonstrate certain skills, knowledge and experience which have been identified as necessary as described on the Job Description document, for the position of **Home Visiting** **Parent Carer Facilitator** within the Powerful Parenting programme.

For each question you are asked to describe a situation, from your own experience, which you think is the best example of what you have done which demonstrates or provides evidence of this skill or ability. It is essential that you describe how you demonstrate the skill or quality in question.

The information you provide will form part of the short-listing process, where necessary, and may also be used to help structure your interview, if you are invited to one. Therefore, compose your replies carefully and try to structure what you write so that you give specific information about what you have done - for example, do not simply say that "X was successful", describe exactly what you did and how you demonstrated the skill or quality in question.

For each of your examples, you must structure your answers to include the following:

1. the nature of the task, problem, or objective:
2. what you actually did and how you demonstrated the skill or quality (and, where appropriate, the date)
3. the outcome or result of the situation and your estimate of the proportion of credit you can claim for the outcome.

Please do not use the same example to illustrate your answer to more than two questions.

**Applicant’s Details:**

|  |
| --- |
| **Name:**  |
| **Address:**  |
| **Phone/Mobile No:**  |
| **Email:**  |

The questions below ask you to provide an example of a situation where you demonstrated each of five competencies: **1)** Relationship building & interpersonal skills; **2)** Delivery of high-quality results; **3)** Leadership & management; **4)** Data analysis & decision-making and **5)** Specialist knowledge, expertise and self-development. Further descriptions of these competencies are available in the job description.

|  |
| --- |
| 1. **Relationship Building and Interpersonal Skills**

**Please describe an example from your experience of building a trusting, supportive relationship with parents.** |

|  |
| --- |
| 1. **Delivery of High-Quality Results**

**Please describe a situation where you had to manage your time between more than one important project. Outline how you prioritised your time, and how you ensured each project resulted in high quality outcomes on time.**  |

|  |
| --- |
| 1. **Leadership and Management**

**Please describe a difficult or challenging work situation or project that you were involved in, how you approached the tasks and how you overcame it.** |

|  |
| --- |
| 1. **Data Analysis and Decision-Making**

**Tell us about your experience in data collection, and where relevant, how data collected were used to inform a decision or process.**  |

|  |
| --- |
| 1. **Specialist knowledge, expertise and self-development**

**Please describe an example of a time where you worked with a vulnerable or disadvantaged family or community on a specific project.**  |

**Where did you hear about this role?**

|  |  |  |  |
| --- | --- | --- | --- |
| **The Wheel** |  | **X (formerly Twitter)** |  |
| **Active Link** |  | **A colleague/friend’s recommendation** |  |
| **LinkedIn** |  | **Other (please specify below)** |  |
| **Facebook** |  |
| **Instagram** |  |

**If you selected ‘other’ above, please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Referees:**

Please provide the names and contact details of **two** referees.

|  |  |
| --- | --- |
| **Name**: |  |
| **Title/Role:** |  |
| **Address:** |  |
| **Relationship to Applicant:** |  |
| **Contact Number:** |  |
| **Email Address:** |  |
|  |  |
| **Name**: |  |
| **Title/Role:** |  |
| **Address:** |  |
| **Relationship to Applicant:** |  |
| **Contact Number:** |  |
| **Email Address:** |  |

**Application Form and CV to be submitted by e-mail to** **info@cdi.ie**

**Enquiries to:** clare.bohan@cdi.ie

**Closing Date for applications is Monday 27th January at 5pm. Interviews will be held on Wednesday 5th February**