



## **Job Description**

### **Let's Grow Together**

#### **Infant Family Project Lead**

**1 full time post available**

**An initial temporary fixed-term period to 31st December 2026.**

(Primary Care Partnership)

Established in 2021 Lets Grow Together is a not for profit based in Knocknaheeny serving people and supporting services in the northwest area of Cork City.

Our main objective is to support and develop communities where all children experience happy, healthy and thriving childhoods. We do this by working in partnership with everyone important in children's lives, sharing knowledge, skills and resources, empowering families and enabling children through their relationships and in their communities to be nurtured, fulfilled, achieving and learning.

We support and provide evidence- informed services to families and their young children and offer early childhood training and mentoring to other professionals. Advocating for families and communities to support early childhood development at local, regional and national levels to promote systems and policy change.

As a result of a new partnership with the HSE. The organisation now wishes to recruit 2 Infant Family Project Workers to deliver a suite of LGT programmes and services aligned with HSE Primary Care Psychology services to families living in HSE Network areas 8 & 9.

#### **About the Role**

The Infant Family Project Lead will lead out on a new Primary Care Partnership for Let's Grow Together.

The post holder will supervise, support and deliver a suit of the LGTs Programmes, initially being LGT Home-visiting, Peep Learning Together Programme and Circle of Security Parenting Programme.



Working closely with HSE Primary Care Psychology Department to support families and children.

## **Job Description**

Key responsibilities include:

- Collaboration with key stakeholders to lead the development on the implementation of the Primary Care Partnership with Let's Grow Together.
- Supporting and building the capacity of Infant and Family Project workers the direct work with families.
- Co-ordination and management of the service and pathways for families.
- Delivering on the service KPI's with the HSE.
- Supporting the induction of new staff and placements.
- Providing fidelity oversight and guidance to ensure the quality of the services is maintained within LGT expectations.
- Promote safe and ethical practices and adhere to child protection and welfare standards.
- Ensuring quality record keeping.
- Documenting processes, practices and standard procedures of the Primary Care Partnership
- Undertake data collection and reporting
- Contributing to the review, development and adaption of the Primary Care Partnership Service
- Building strong relationships key partners including LGT wider team, HSE, families and children.
- As recommended in Infant Mental Health practice, the post holder will have a caseload and group work facilitation as part of their role.
- Participation and provision of reflective practice supervision



- Representing the organisation at interagency forums and networks.
- This is not an exhaustive list; this is a new and developing role, and so undertaking additional tasks as deemed appropriate by the Manager will be expected.

### **Person Specification**

This is an exciting opportunity for the right person, to deliver a new dedicated service and make a real long-lasting impact for families in Cork.

The appointed person will demonstrate knowledge & experience of:

- Delivering the current suite of LGT services
- Infant Mental Health
- Early childhood prevention and early intervention services in Ireland
- Delivering workforce development through supervision, training and mentoring
- Experience of providing reflective practice supervision one-to-one and in groups.
- Caseload management, data retention and GDPR.
- Data collection, reporting, review and evaluation.
- Capacity to guide new initiatives from early planning and development through to full implementation and integration.
- Adopting a strong relational and strengths-based approach to working with children, families, partners and colleagues internally and externally.
- LGT mission and values
- Communities and organisations they will be supporting.
- Working as part of a team with passion and commitment.
- Flexibility, creativity, and solution-focused thinking. Ready to take responsibility/accountability.
- Capacity to reflect and promote reflective practice within the work.



## Qualifications & Training

- Relevant professional 3rd level qualification is essential (e.g., Social Care, Social Work, Nursing, Education, Psychology, Youth and Community Work or other related field).
- Management/ supervision training is highly desirable.
- Registration with the relevant professional body, where applicable.
- Certified child protection and welfare training required.
- Endorsement or commitment toward endorsement within 1 year with the Irish Association of Infant Mental Health
- Certified completion of facilitator/train the trainer in early childhood evidence-based programmes, Circle of Security, Solihull (Togetherness), Peep are an advantage.

## Skills

- Leadership and management skills.
- Training, facilitation and mentoring
- Relational, strengths-based practice
- Trauma, culture and diversity informed practice
- Maintaining standards and fidelity processes of self and others
- Excellent communication and advocacy abilities.
- Strong organisational and IT competencies.
- Ability to work under pressure and manage competing demands.
- Capacity to build networks and foster collaborative relationships.
- Reporting and documenting processes and outcomes, data collection and analysis.



## Terms and Conditions

The successful candidate must hold a full driving licence and have access to a vehicle for work purposes or have access to a reliable form of transport that enables them to meet the requirements of this role fully.

Salary: €54,378 per annum.

Working week: 37 hours.

Annual leave: 28 per annum.

## Salary Scale

Point 1	Point 2	Point 3	Point 4	Point 5	Point 6	Point 7
54,378	57,665	58,885	62,137	63,397	64,649	65,917

## Application Process

Please apply by email to [admin@letsgrowtogether.ie](mailto:admin@letsgrowtogether.ie) with a CV and a cover letter outlining your interest, qualifications, and relevant experience for the role. Please indicate the specific job you are applying for in the subject line of your email.

The closing date for receipt of all applications is **Midday 4<sup>th</sup> February** (no late applications will be accepted).

It is anticipated that interviews for candidates shortlisted for this post will take place Week starting 9<sup>th</sup> February

Following interview, we may form a panel of qualifying candidates meeting the criteria for the position, should a similar position become available subsequently to this position being advertised.

This post is subject to Garda Vetting and reference checks.

Informal enquiries by email only to [Trish@letsgrowtogether.ie](mailto:Trish@letsgrowtogether.ie)

Canvassing will disqualify.

*Let's Grow Together is an equal opportunities employer and committed to diversity and inclusion.*