

Oberstown Work-Based Learning Programme in Social Care

Job Specification & Terms and Conditions

Job Title and Grade	Oberstown Work-based Learning Programme in Social Care (University College Cork or Múster Technological University)
Closing Date	Monday 11 August 2025 @ 5pm
Location of Post	On the job experience - Oberstown Children Detention Campus Academic training and study - University College Cork/ Múster Technological University
Tenure	<p>The current vacancy is available is a 3-year specified purpose contract.</p> <p>On the job learning blocks attached.</p> <p>Failure to pass all programme elements; practical and academic may result in a pause in employment and a change in employment status subject to the employer's needs and requirements at that time.</p> <p><i>There is a requirement that the work-based learner, on successfully completing their studies and following registration with CORU, will be required to remain with Oberstown Children Detention for a period of three years post qualification.</i></p> <p>Please note that the Work-based Learning Programme in Social Care is 36 months in duration from the start date on the contract of successful candidates. The successful candidates are likely to begin in September 2025.</p>
Salary Scale	The Salary scale for the duration of the Programme is a single point of €30,810 .
Working Hours	The standard working week applied to the whole time equivalent of this post is 35 hours(excluding breaks)
Annual Leave	The annual leave associated with the whole time equivalent of this post is 26 days per annum.
Reporting Relationship	The role holder will be advised of reporting relationship on appointment.
Purpose of the Post	The purpose of the post is to provide successful candidate with on the job learning opportunities as a work-based learner in social care with access to shadow a social care worker, learn social care skills while providing direct

	<p>support to the social care services in Oberstown detention service. The work-based learner will also attend academic training and study in UCC/MTU during their Work-based Learning Programme training and be required to pass all academic examinations and meet CORU standards of proficiency during work-integrated learning/placement blocks, and to maintain records of progression and development.</p> <p>Failure to pass all academic requirements may result in a pause in employment and a change in employment status subject to the employer's needs and requirements at that time. The post-holder will work closely with the local Social Care/ Area Management in maintaining high quality documentation and data for children and families in a child protection and welfare setting.</p> <p>PLEASE SEE APPENDICE 1 FOR TIMETABLE AND SCHEDULE</p>
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Principal Duties and Responsibilities

- Support the delivery of frontline care to young people, including those with behavioural difficulties, within a secure care setting, under the guidance and supervision of qualified Social Care Workers.
- Assist in carrying out duties in line with Oberstown Children Detention Campus policies and procedures, with particular attention to Safeguarding and Children First policies.
- Develop and maintain respectful and professional working relationships with colleagues, young people, and their families as part of the learning process.
- Work alongside colleagues and other professionals to support the social, emotional, educational, health, and mental health needs of the young people.
- Contribute to the development and implementation of care placement programmes, under supervision.
- Provide support in key working activities for specific young people, as assigned and with appropriate guidance from a qualified Social Care Worker.
- Assist in the completion and maintenance of administrative records and documentation related to young people.
- Support efforts to promote positive outcomes for young people in the areas of staying safe, being healthy, enjoying and achieving, and making a positive contribution to their overall wellbeing.
- Model positive and respectful behaviour for young people in line with professional standards and expected campus values.
- Carry out duties in line with campus-wide policies and procedures, including those relating to care, human resources, health and safety, and general operations, with support and oversight from senior staff.

The above duties are not intended to be a comprehensive list of all responsibilities involved and, consequently, the post holder may be required to perform other duties as appropriate to the post, which may be assigned to him/her from time to time, and to contribute to the development of the post while in office.

Confidentiality

In the course of employment, the successful candidate will have access to, or hear information concerning the medical or personal affairs of young people and/or staff, or other service business. Such records and information are strictly confidential and, unless acting on the instructions of an authorised officer, on no account must information concerning staff, young people or other service business be divulged or discussed except in the performance of normal duty. In addition, physical and electronic records must never be treated in such a manner that unauthorised persons can obtain access to them and must be left in safe custody when no longer required.

Professional Knowledge & Experience

Candidates must be able to demonstrate clearly at interview that they possess the full range of competencies as set out below.

Professional Knowledge & Experience

Demonstrate:

- Experience of working in a regulated environment.
- Demonstrate excellent numeracy skills.
- Ability to work in a systemic and process driven environment.

Communications & Interpersonal Skills

Demonstrate:

- Good communication and interpersonal skills including the ability to present information in a clear and concise manner.
- Strong written communication skills.
- Ability to adapt communication style as required.

Problem Solving & Decision Making

Demonstrate:

- Flexibility, problem solving and initiative skills including the ability to adapt to change.
- The ability to appropriately analyse and interpret information, develop solutions and contribute to decisions quickly and accurately as appropriate.
- The ability to recognise when it is appropriate to refer decisions to a higher level of management.

Team Working

Demonstrate:

- The ability to work as part of a team and to establish a good working relationship with a wide range of internal and external stakeholders.
- The ability to work independently on own initiative and as part of a team.

- The capacity for management responsibility and initiative.
- Leadership potential and strong team skills.

Drive and Commitment

Demonstrate:

- Great attention to detail and high levels of accuracy.
- A commitment to maintaining high work standards.

Eligibility Criteria Qualifications and/ or experience

Essential:

Applicants must by the closing date have one of the following:

Applicants must have successfully completed a FET (120 credits)

OR

QQI Level 5 Certificate or Leaving Certificate

Leaving Certificate applicants will require a grade O6/H7 in five subjects; these subjects must include Maths and English or Irish. (Foundation level mathematics will meet the minimum entry requirement where a grade F2 or higher is achieved.)

OR

HET (60 credits)/QQI Level 6 Certificate

Applicants who do not meet this entry requirement will be considered under Recognition of Prior Learning (RPL) and assessed on the following factors:

- a) Prior Work Experience,
- b) Letter of Reference,
- c) Personal Statement

Consideration under Recognition of Prior Learning (RPL) may also be given to applicants with at least 2 years' professional experience in a social care or social care-related field may also be considered for admission.

- A third-level qualification or equivalent, preferably in a communications-related field.

Application and Selection Process

How to apply

Applications must be made by submitting the following documents:

- A short cover letter outlining why you wish to be considered for the post and where you believe your skills, experience and values meet the requirements of the position.
- A comprehensive CV, which must include an outline of your education to date (including level on NFQ) and months of work experience to date.
- (Please also outline that you are in receipt of an up-to-date full Irish Driving Licence and full details of any criminal convictions, if relevant)

In order to apply for the post of **Work-based Learning Programme in Social Care**, please forward the above requested information via email to recruitmentmail@oberstown.com before **Monday 11 August 2025 at 5pm**.

Selection Methods

Oberstown will run the selection process in accordance with best recruitment practices. The approach employed comprise of a series of assessments administered over a number of stages, which may include:

- Shortlisting of candidates on the basis of the information contained in their application.
- Competitive interview(s).

Shortlisting

In the event of a shortlisting exercise being employed, an expert board will examine the applications and assess them against pre-determined criteria based on the requirements of the position. It is therefore in your own interest to provide a detailed and accurate account of your qualifications and experience on the application form.

The number of applications received for a position generally exceed that required to fill the position. While a candidate may meet the eligibility requirements of the competition, if the numbers applying for the position are such that it would not be practical to interview everyone, Oberstown Children Detention Campus may decide that a smaller number will be called to the next stage of the selection process. In this respect, the Oberstown Children Detention Campus provide for the employment of a shortlisting process to select a group who, based on an examination of applicants CVs, appear to be the most suitable for the position.

This is not to suggest that other candidates are necessarily unsuitable or incapable of undertaking the job, rather that there are some candidates, who based on their application, appear to be better qualified and/or have more relevant experience.

Other important information

Oberstown will not be responsible for refunding any expenses incurred by candidates.

The admission of a person to a competition, or invitation to attend interview, or a successful result letter, is not to be taken as implying that Oberstown and/or employing authority is satisfied that such a person fulfils the requirements or is not disqualified by law from holding the position.

Prior to recommending any candidate for appointment to this position, Oberstown will make all such enquiries that are deemed necessary to determine the suitability of that candidate. Until all stages of the recruitment process have been fully completed a final determination cannot be made nor can it be deemed or inferred that such a determination has been made.

Should a person recommended for appointment decline, or having accepted it, relinquish it, Oberstown may at its discretion, select and recommend other persons for appointment on the results of this selection process. Candidates should make themselves available on the date(s) specified by Oberstown.

Successful candidates may be placed on a panel from which future vacancies may be filled. This panel will initially be for a 12-month period with the possibility of an extension by a further 12 months.

Confidentiality

Subject to the provisions of the Freedom of Information Acts 1997 and 2013, applications will be treated in strict confidence.

All enquiries, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those who are directly involved in the selection process.

Certain items of information, not specific to any individual, are extracted from computer records for general statistical purposes.

Deeming of candidature to be withdrawn

Candidates who do not attend for interview or other test when and where required by Oberstown, or who do not, when requested, furnish such evidence as Oberstown require in regard to any matter relevant to their candidature will have no further claim to consideration.

Candidates' Obligations

- A third party must not impersonate a candidate at any stage of the process. Any person who contravenes the above provisions or who assists another person in contravening the above provisions is guilty of an offence. A person who is found guilty of an offence is liable to a fine and /or imprisonment.

In addition, where a person found guilty of an offence was or is a candidate at a recruitment process, then:

- Where s/he has not been appointed to a post, s/he will be disqualified as a candidate; and
- Where s/he has been appointed subsequently to the recruitment process in question, s/he shall forfeit that appointment.

Health

A candidate must be fully competent and capable of undertaking the duties attached to the position and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service, which will include sporting and leisure activities as well as an ability to be fully involved in physical restraints where necessary (training will be provided).

Character

Each candidate must be of good character.

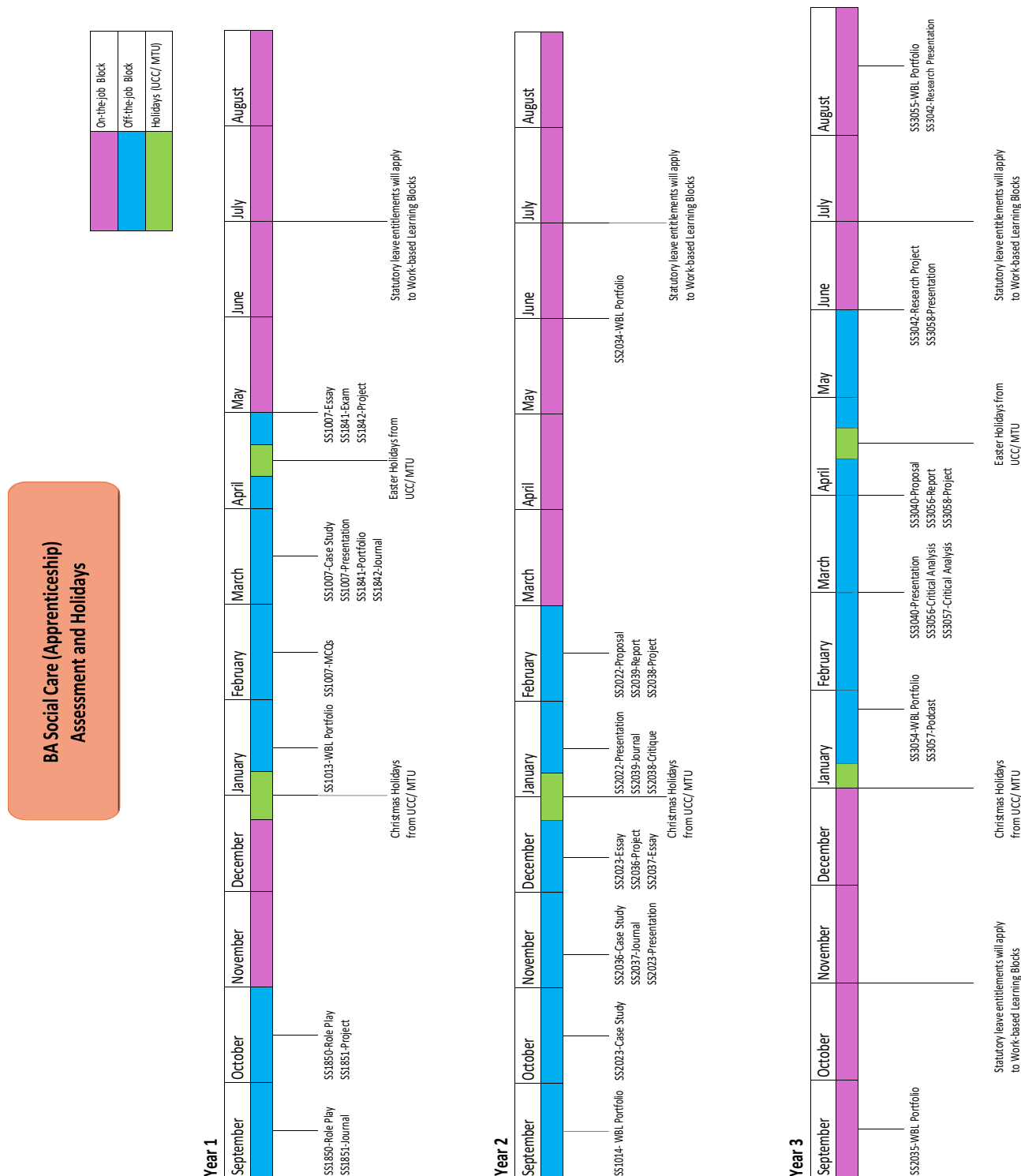
Age

Candidates should be aware that a maximum recruitment age will apply to this competition. Candidates must not yet be 67 years of age on the closing date and time for the competition.

Other requirements of the role

- Successful candidates will be required to hold a current full clean Driving Licence – Category B, prior to commencement of employment.
- Have access to appropriate transport to fulfil the requirements of the role including mandatory attendance at University College Cork/Munster Technological University (MTU) for completion of academic programme.
- Proficiency in the English language is a requirement.
- Successful candidates must commit to working in Oberstown for 3 years post receipt of the Level 8 qualification

Appendice 1.



Draft Off-the-Job Learning week

Campus		Asynchronous		Online	
Monday		Tuesday		Friday	
9.00	SS1850 - Applied Social Care Practice	9.00	Study and Module Tasks	9.00	Study and Module Tasks
10.00		10.00	SS1850 - Applied Social Care Practice	10.00	SS1850 - Workshop
11.00	SS1851 - Reflective Ethical Practice	11.00		11.00	SS1851 - Workshop
12.00		12.00	SS1851 - Reflective Ethical Practice	12.00	Academic Writing
13.00	Lunch	13.00	Lunch	13.00	Lunch
14.00	SS1851 - Reflective Ethical Practice	14.00	SS1851 - Reflective Ethical Practice	14.00	SS1007 - Workshop
15.00		15.00		15.00	Small Group Tutorials
16.00	Study and Module Tasks	16.00	Study and Module Tasks	16.00	Study and Module Tasks

Draft On-the-Job Learning week

Monday		Tuesday		Wednesday		Thursday		Friday	
9.00	SS1013 - Small Group Tutorial	9.00		9.00		9.00		9.00	
10.00		10.00		10.00		10.00		10.00	
11.00	SS1013 - Workshop	11.00		11.00		11.00		11.00	
12.00		12.00	Work-based Learning	12.00		12.00	Work-based Learning	12.00	Work-based Learning
13.00		13.00		13.00		13.00		13.00	
14.00		14.00		14.00		14.00		14.00	
15.00		15.00		15.00		15.00		15.00	
16.00	Work-based Learning	16.00		16.00		16.00		16.00	

Note: This is an example of a typical week. Tutorials and workshops will occur every second week and will alternate between being online and in-person.