



# **MEN'S DEVELOPMENT NETWORK CANDIDATE INFORMATION PACK**

**AREA COORDINATOR  
MEND PROGRAMME**

**THE SUNDAY TIMES IRELAND**

** Best Places to Work 2024**

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# INTRODUCTION

Thank you for considering the Men's Development Network. This document will provide you with an overview of who we are, what we do, and the exciting opportunities available at our organisation. We believe in fostering a diverse and inclusive workplace where every team member can thrive and contribute meaningfully. Read on to discover what it means to be part of MDN and learn how you can make a difference with us

## WHO WE ARE

The Men's Development Network (MDN) is an Irish non-profit organisation headquartered in Waterford City, with a key focus on promoting change and equality across society. MDN engages men and boys on their health, wellbeing, gender equality, and the prevention of gender-based violence.

MDN fosters healthy masculinity and creates environments where men can thrive. We empower men to take control of their lives and make positive choices through various programmes, initiatives, and community-based projects. One of our primary areas of focus is men's mental health. Recognising the barriers men face when seeking support, MDN creates safe spaces where men can discuss their mental health challenges openly. Through training, workshops, and counselling services, we equip men with the tools needed to manage their well-being effectively.

We also address relationship difficulties and social isolation through the MEND (Men Ending Domestic Abuse) programme. This initiative works with men who have been violent or abusive in their intimate relationships, aiming to promote positive change for the safety and welfare of women and children.

In collaboration with schools and higher education institutions, MDN implements prevention and early intervention programs aimed at young men. These include our White Ribbon Training Programmes, which promote healthy coping mechanisms, positive communication, and emotional literacy.

Through the Male Advice Line (MAL), MDN provides confidential support to male victims of domestic violence and abuse, available seven days a week. The MAL is a lifeline for many, offering essential support, advocacy, and information. MDN influences policy on men's issues at local, regional, national, and international levels and has a strong record of multi-agency collaboration. By addressing mental health, relationship difficulties, social isolation, and engaging with young men, MDN plays a crucial role in supporting men's overall health and fostering positive change.





## MEN'S DEVELOPMENT NETWORK VALUES



### EQUALITY

To strive towards a more equal society in which all people are treated equally and without discrimination, will create the conditions for everyone to thrive.



### PARTNERSHIP

Working in collaboration and having a non-adversarial approach to effecting change creates the conditions for true and sustainable change.



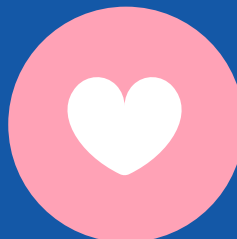
### PROFESSIONALISM

A professional approach ensures both clients and partners are treated with respect and dignity and all areas of compliance are met.



### NON-JUDGEMENTAL

Coming from this perspective allows for tolerance, respect, and dignity to influence the conditions for change.



### LOVE

Is the cornerstone of our existence; without it the conditions for personal and societal growth are limited.





At the Men's Development Network, we value our staff and are proud to have been recognised as one of The Sunday Times Best Places to Work 2024. We believe that creating a positive and inclusive work environment is key to achieving our mission. Our culture is grounded in respect, teamwork, and collaboration, where diversity of thought and experience is celebrated. Our team is welcoming and dedicated to creating a productive atmosphere where everyone can flourish. We offer flexible working hours to help maintain a healthy work-life balance, and we regularly check in with staff to ensure they feel supported in their roles.

**Flexibility:** We offer flexible working hours to help you balance your personal and professional life. MDN understands that life happens, and we allow staff to take time to attend an appointment or caregiving responsibilities, in the form of flexi-time.

**Annual Leave:** We have a generous annual leave entitlement, starting at 25 days per annum (prorata).

**CPD:** MDN encourage professional development, and will endeavour to work with staff who are represented with opportunities to enhance their knowledge and skills (contingent upon budget allocation).

**Support:** Regular check-in sessions with line managers ensure that you have the support you need to develop in your role. We believe in open communication and are always here to listen and help.

**Employee Wellbeing:** Your wellbeing is a top priority for us. We have in-person wellbeing/team-building events throughout the year. We conduct monthly wellbeing sessions that focus on the company values, mental and physical health. We also host bi-weekly online watercooler chats, offering a relaxed space for colleagues to connect and enjoy informal conversations

**Hybrid Working Environment:** At the Men's Development Network, we embrace a flexible hybrid working model tailored to the needs of each role. Employees have the autonomy to work flexibly, balancing time in the office and at home in a way that aligns with their responsibilities and work-life balance. We provide the necessary technology and partner with a reliable IT support company to ensure you can work effectively from any location.\* Our headquarters in Waterford offers collaborative spaces, meeting rooms, and counselling rooms, while our offices in Dublin and Limerick support staff across Ireland with superfast broadband.

**Expenses:** We cover expenses and subsistence for any work-related travel, ensuring you're supported when representing the organisation.

**Health Plan:** All employees can avail of a subsidised health plan designed to support your healthcare needs.

\*remote locations must be approved by management





## The Men's Development Network is recruiting for:

### **MEND Area Coordinator for Carlow/Kilkenny, Kildare and Laois/Offaly**

MEND [men ending domestic abuse] is a project of the Men's Development Network and is funded by Cuan the agency for the delivery of the 3rd National strategy for Domestic, Sexual and Gender-based Violence in Ireland. MEND delivers the Choices Intervention Programme for men who have been violent or abusive within their intimate partner relationships. MEND currently deliver 8 Choices Programmes in Waterford, West Waterford, Wexford, Wicklow, Carlow/Kilkenny, South Tipperary, Laois/Offaly and Kildare.

#### **Overall Aim of the Position**

We wish to employ a person as Coordinator of our current programme in the Carlow/Kilkenny, Kildare, Laois/Offaly area. The purpose of the role is the Coordination of our Choices Programmes as part of a team at the Men's Development Network. The Coordinator will be responsible for the overall delivery of the Choices Programmes including:

1. engaging with Statutory and non-Statutory agencies to promote the programme and increase referrals
2. to oversee the Assessment Process and completing Assessments, where necessary, with men who have been referred to the programme
3. where appropriate providing risk management and practice supervision to the Programme
4. having oversight for the timely receipt of invoices from group facilitators and partner support workers.
5. Completing administrative tasks linked to the delivery of the Choices Programme in the designated area.
6. Be the primary contact with statutory and voluntary agencies in local areas
7. Raise awareness of MEND among professionals and the general public
8. Play an active role in contributing to the overall objectives of the MEND programme
9. Manage all aspects of the implementation of the CHOICES programme

Ethos of approach: The MEND Programme aims to work in a supportive, respectful, and challenging way with men to hold them accountable for their violence and abusive behaviour towards their partners/ex-partners, to bring about an end to this behaviour and to foster more caring and respectful ways of relating. The programmes use a mix of psycho-educational tools, exercises, role-play etc. as well as engaging with live material as it emerges. The Facilitators are expected to work with a therapeutic sensibility that will deepen the work of the group and maximise the men's motivation to change that is rooted in each man's developing ethical framework. The group sessions are videoed for the purpose of training and practice supervision.





## Responsibilities

- Programme Management & Coordination
- Liaise with internal teams (e.g. clinical, communications, finance)
- ensure integrated service delivery, Line management and performance management
- support of facilitators and partner support workers in designated area
- Receive referrals for men attending a MEND/Choices programme.
- Complete Suitability and Risk Assessment with men or delegate this to suitable facilitators in the area.
- Ensure compliance with all safeguarding, data protection, and service policies
- Liaise with Partner Support Services and initiate individual Partner Support contact when appropriate.

## Networking/Interagency Liaison

- attendance at Case Conferences
- Promote the work of MEND through networking, management of interagency relationships and awareness raising
- Recruit and liaise with local agencies represented on local advisory committees
- Interagency liaison for referrals and assessments
- ongoing cse management

## Administration

- Compile relevant statistical data on the implementation of the programme
- provide administrative support for the local advisory committees
- ensure that the safety standards in place are followed and reviewed regularly to ensure effectiveness and adherence to best practice
- To assist the Men's Development Network in the recruitment of facilitators for the Choices Programme.
- Overseeing claims/invoices from Facilitators and Partner Support Workers for payment by Men's Development Network, Head Office.
- Ensure good governance in relation to data protection
- participate in staff meetings as and when required
- participate in regular supervision and an annual performance appraisal
- prepare reports as and when required
- facilitate effective communication internally and externally
- To carry out other appropriate duties that may be required from time to time

This job description is not intended to be a comprehensive list of all duties and consequently, the post holder may be required to perform other duties as appropriate to the post, which may be assigned to her/him from time to time by the management.





## Qualifying Criteria

### Essential

- Hold a Level 7 relevant qualification or have a minimum of 5 years' experience in the domestic violence sector.
- An understanding of child protection and case management issues within an interagency context
- A strong commitment and understanding of Violence Against Women and /or Perpetrator Programmes
- Have experience of perpetrator programmes and/or participated in Choices Programme training.
- Ability to remain calm, organised, and solution-focused under pressure.
- Excellent people management and team leadership skills.
- Experience managing remote teams
- Applicants must have a full, clean driving licence and access to own vehicle.

### Behavioural Competencies

- Organised - to work effectively with limited supervision: proven ability to prioritise what needs to be done, planning and reviewing actions when priorities change
- Tenacity: getting things done despite set-backs, encourages others to respond
- Communications: getting the message across to others in the most appropriate way – speaks and writes in a logical fashion, clearly explains complex issues, is concise, checks understanding and uses best method for particular audiences
- Interpersonal Awareness: showing understanding of others concerns, takes time to listen to others, brings disagreement into the open for discussion
- Influencing others: identifying key people in the process, chooses different approaches, developing personal contacts locally

### Skills

- Administrative skills Proficient in using Microsoft Office Suite
- Familiarity with CRM, or workforce management software
- Project Management skills
- Experience Developing training materials and staff onboarding

### Salary Range:

The salary scale is €39,233.42 - €45,652.76 and negotiable at point of entry depending on the Candidates skills and experience.

### Probationary period:

A probationary period of 6 months will apply. This can be extended by the Board at its sole discretion for up to a further 6 months.





# HOW TO APPLY

Please forward via email to [joyce@mensnetwork.ie](mailto:joyce@mensnetwork.ie):

- CV (no more than two pages).
- Cover Letter outlining your motivation and suitability for the role.

Please ensure the job reference number (MDN202501ACO) is included in the email subject line.

All queries should be directed to [joyce@mensnetwork.ie](mailto:joyce@mensnetwork.ie)

Shortlisted candidates will be invited by email to attend an interview via Teams video call.

We endeavour to respond to all applicants, however some roles receive a high volume of applicants and we can't always guarantee each applicant will receive a response.

Deadline for applications is Thursday 11<sup>th</sup> December 2025 at 12 noon

Failure to comply with the application procedure will deem the application invalid. Job offer is subject to references.



# EQUAL OPPORTUNITY STATEMENT:



The Men's Development Network CLG is committed to a policy of equal opportunities in employment. It recognises that Irish society, particular groups and individuals are discriminated against and denied equality of opportunity. Management aims to create an environment in which equal opportunity is promoted as a means of developing the full potential of everyone involved in the organisation.

The Men's Development Network CLG is committed to promoting a good and harmonious working environment where every employee is treated with respect and dignity, and in which no employee feels threatened or intimidated.

The policy of equal opportunity ensures that any decisions relating to recruitment and selection, pay, terms and conditions, career progression, training and development are made on the basis of ability, qualifications and suitability for the work

\*This is an extract from our equal opportunities policy, a full copy of the policy can be made available upon request.



## Men's Development Network

**Better Lives for Men, Better Lives for All**

