

Novas: Tenancy Sustainment Officer **(<https://www.activelink.ie/node/109227>)**



Housing | Health | Recovery

Tenancy Sustainment Officer

Service: Tenancy Sustainment Services

Location: NOVAS Dublin Offices

Duration: Specific Purpose Contract

Hours: 40 hours

Published: 27th June 2024

Application Closing Date: 8th of July 2024

NOVAS is a not for profit organisation and Approved Housing Body. We work with single adults, couples and families who are homeless or at risk of being homeless. We provide a range of support services and accommodation. We have over 300 staff, and more than 30 services in Limerick, Dublin, Clare, Kerry, Cork and Tipperary including residential homeless services, social housing and community based services for tenancy sustainment, homelessness prevention, mental health and recovery.

NOVAS is a Trauma Informed practice organisation and the principles of collaboration, diversity, respect and trust are embedded in our way of working together. Our services are provided through support of our partners in local government through the Local Authorities, HSE, and other donors and funders.

The Tenancy Sustainment Officer is responsible to provide outreach support to individuals and families living in the Fingal area to sustain their tenancies and develop independent living and tenancy skills.

Desirable Skills and Knowledge (Please see Job Description for complete Person Specification)

- Level 7 professional Qualification in Social Care, Youth and Community Work or related Social Science discipline.
- Experience in working with vulnerable families, homeless people or other social care groups.
- Administration skills for record keeping and report writing and computer literacy.
- Full clean driving license and use of own car.
- Ability to provide services that foster and enhance the dignity, development and independence of the individual.
- Ability to communicate effectively with a wide variety of people.
- Understanding of the needs of vulnerable families.
- Knowledge of and a commitment to equal opportunities

We offer a competitive benefit package including 26 days annual leave pro rata, access to further education supports and contributory pension.

If you would like to work for, an application form and job description can be found on the careers section of our website www.novas.ie/careers-with-novas (<http://www.novas.ie/careers-with-novas>). If you require any further information or wish to submit a completed application form, please email recruitment@novas.ie (<mailto:recruitment@novas.ie>)



Region

Dublin / Hybrid

Date Entered/Updated

27th Jun, 2024

Expiry Date

8th Jul, 2024

Attachment	Size
<u>NOVAS Tenancy Sustainment Officer Job Description.pdf</u>	115.42 KB
<u>NOVAS Employment Application Form (5)_4.docx</u>	72.76 KB
<u>Privacy Statement - HR Recruitment (3)_4.pdf</u>	164.27 KB

Source URL: <https://www.activelink.ie/vacancies/community/109227-novas-tenancy-sustainment-officer>