

Society of Saint Vincent de Paul: Senior HR Business Partner **(<https://www.activelink.ie/node/110077>)**



Senior HR Business Partner

Reference No: VA351

Location: National Office, SVP House Dublin 1

Duration: Permanent Full-Time

Hours: 37.5 hours per week

Published: Thursday, 1st August 2024

Closing Date: Midnight Thursday, 15th August 2024

An exciting opportunity has arisen for an experienced Senior HR Business Partner to join our National Office. Reporting to the Head of HR, the Senior HR Business Partner will be responsible for providing HR support to Senior Managers and Regional Coordinators in their allocated regions. The role holder will manage a small team of HR Generalist and HR Coordinator. This is a broad HR role, focusing on excellence in the delivery of operational HR solutions, partnering largely with your own internal client group as well as playing a role within the broader HR team. The job holder will be expected to deliver excellent HR advice and support across all day-to-day aspects of the human resources management as well as supporting the strategic aims and actions required to deliver these. This is a great opportunity to join one of Ireland's largest voluntary organisations and make a difference in your community.

Why work with SVP?

SVP Benefits

All SVP Benefits are subject to the prevailing policy and associated length of service requirements

- 23 days annual leave for all staff; Additional day's leave at 5, 10, 15 & 20 years, with a cap of 27 annual leave days
- Pension: 5% employer and employee contribution with an option to increase to 7% on a matching basis
- 2 discretionary days (Good Friday & Christmas Eve)
- Group discount for Hospital Saturday Fund (HSF)
- Paid Sick Leave: Sick Pay following 13 weeks, with entitlement increasing with length of service (Subject to terms of policy)
- Education Support for job relevant courses (Subject to terms of policy)
- Paid Maternity & Paternity Leave (18 weeks full maternity leave pay for staff with more than 12 months service & 2 weeks full paternity leave pay for staff with more than 12 months service)
- Employee Assistance Programme
- Life Assurance – four times annual salary
- Life Appreciation Recognition: Additional one-off 5 days annual leave allocated in year that 25-, 30-, 35- & 40-years' service achieved, plus €250 voucher
- Christmas Voucher: €250 voucher for all staff (Subject to terms of policy)
- Retirement: Staff with 10+ years' service will receive a €250 voucher on retirement
- Hybrid/Flexible Working Available: SVP support and embrace Flexible Working, including working from home, in line with the SVP Flexible Working Policy (Where appropriate and subject to role requirements and policy)
- SVP Experience Day: Up to one discretionary day per year to experience a different aspect of the work of SVP (Subject to conditions)

The ideal candidate will possess the following:

- Third Level degree, HR qualification and equivalent breadth of experience.
- CIPD qualification preferred, Diploma in employment law an advantage
- +6 years HR experience, 3- years working at a HR Generalist/similar level, ideally in a dynamic, fast paced multi-site services environment
- Experience in the Social Care Sector
- Good working knowledge of employment legislation in Ireland is essential
- Knowledge of HR regulations, policies, procedures and current practices
- An ability to quickly establish and maintain rapport with a diverse range of stakeholders and to manage on-going working relationships and work plans
- Excellent problem-solving skills in interpersonal situations both internally and external to the organisation
- A clear ability to work in the charity's environment, within a member lead organisation, dealing with multiple priorities that requires strong project management, process mapping and application and decision-making capabilities.
- Excellent IT skills & Excellent numerical skills

ABOUT SVP:

SVP is a large, national, voluntary organisation with extensive experience of working with a diverse range of people who experience poverty and exclusion. Through its network of over 12,000 volunteers and 700 staff, it is strongly committed to working for social justice and advocates the creation of a more just and caring society. SVP employs people to support volunteers in a variety of settings including housing, community care, shops, administration and other specialist areas

How to Apply:

If you meet these requirements and have the desire to join one of Ireland's best known, trusted and respected not-for-profit organisations, please complete the online application - <https://www.svp.ie/careers/work-with-us> (<https://www.svp.ie/careers/work-with-us>).

Appointment is subject to satisfactory references. Canvassing will not be accepted and may lead to disqualification. Due to the large volume of applications, we are not in the position to provide individual feedback to candidates who are not shortlisted.

SVP is an Equal Opportunities Employer

Region

Dublin 1

Date Entered/Updated

7th Aug, 2024

Expiry Date

15th Aug, 2024

Attachment

[Senior HR Business Partner August 2024.pdf](#)

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