

HAIL: Housing Officer (<https://www.activelink.ie/node/112539>)



Job title: Housing Officer

Reference: H004

Location: Dublin

Responsible/Reporting to: Head of Housing and Property Management

Job purpose: Working as part of HAIL's Housing Management Team you will be responsible for managing the tenancies and properties in your designated area, in accordance with the Organisation's policies and procedures and contributing to the overall successful performance of the Team. You will also be responsible for developing and maintaining strong working relationships with your HAIL colleagues and with the key external stakeholders including the relevant personnel in the Local Authorities.

Salary Scale: €43k to €57k
Starting salary will be dependent on experience

Job Information: This is a full time post, 35 hours per week over five days, Monday to Friday.
Some evening work may be required.

HAIL is an Approved Housing Body with over 480 properties

Founded in 1985, the Housing Association for Integrated Living (HAIL) is Ireland's specialist mental health housing association. As an approved housing body, we provide high-quality social housing and mental health tenancy sustainment services. The work we do helps people live independently in their homes and community.

Our mental health tenancy sustainment services and housing team help our tenants and clients maintain their tenancies and live independently by providing support on mental health recovery, household and budget management, pursuing employment and education opportunities and maintaining links with family and friends. You can find out more about these services [here](https://hail.ie/) (<https://hail.ie/>).

We pride ourselves at all levels of our organisation for having an excellent reputation in both the housing and mental health care sectors. As part of our current strategic plan 2024-2028, we are aiming to support more people by providing an additional 300 new homes and expanding our support services into more communities across Ireland.

Our Values

- **Trust:** Our relationships are built on trust. We work closely with our stakeholders, clients and tenants to achieve the best possible outcomes.
- **Respect:** We work towards creating an equitable society where all are treated with respect and dignity. We listen with open hearts and open minds as we believe everyone's voice has a right to be heard and respected.
- **Leadership:** We are leaders in delivering our vision and purpose, courageously and responsibly providing homes and supporting those living with mental health challenges.

Role Description

To act as Housing Officer in the Dublin and surrounding area (current patch approx. 200 units) and to carry out all of the duties as specified below. HAIL may from time to time reallocate responsibilities and may require the Housing Officer to take on relevant tasks and projects.

You will be part of a dedicated and experienced housing and property team who are committed to the highest level of housing management services to their tenants. You will be working within a supported management structure which will enable you to continue to develop your skillset within this field.

Please see Job Description attached below.

Recruitment Process

Please send a **letter of application** outlining your suitability for this role and your **C.V.** to hr@hail.ie (mailto:hr@hail.ie) by **1pm on Friday 3rd January 2025.**

Only those shortlisted for Interview will be responded to.

HAIL is an equal opportunities employer.



Region

Dublin

Date Entered/Updated

4th Dec, 2024

Expiry Date

3rd Jan, 2025

Attachment	Size
HAIL HO Job Description 2025.pdf	243.47 KB

Source URL: <https://www.activelink.ie/vacancies/community/112539-hail-housing-officer>