

## **Offaly Traveller Movement: Primary Health Care Programme Manager (Part Time) (<https://www.activelink.ie/node/113809>)**



### **Primary Health Care Programme Manager**

**Location: Longford**

The Longford Primary Healthcare Programme aims to improve health outcomes for members of the Traveller community by engaging Travellers as community health workers. The programme is designed to be flexible and responsive to the specific health needs, culture, and way of life of Travellers. A dedicated team of seven part-time Community Health Workers and two part-time Community Development Workers deliver vital health services, advocate for better healthcare access, and support community-led initiatives. The programme focuses on providing community-based health services, facilitating dialogue between Travellers and health service providers, and identifying gaps in healthcare services to reduce inequalities. Underpinned by a community development approach, the team primarily engages in outreach work, ensuring that the social determinants of health are addressed through advocacy and direct support.

Offaly Traveller Movement is delighted to be seeking a dynamic person for the post of Primary Health Care Manager in Longford. The Manager will work to support the Community Health Workers and Community Development Workers (Health Team) to deliver health education, health promotion, advice and support to Travellers in Longford. This is a senior management post within the organisation and funded by the HSE Traveller Health Unit

#### **The purpose of the post will be to:**

- Coordinate the Longford Primary Health Care Programme;
- Manage and support the Primary Health Care Team i.e., Community Health Workers and Community Development Workers;
- Work towards reducing health inequalities among Travellers
- Represent the issue of Traveller health on a range of forums as relevant.

#### **Nature of the post**

**Type:** This post will be part-time, 28 hours (4 days per week).

- **Salary:** €43,261.40 (pro rata for 28 hours per week = €34609.12)
- **Pension:** Employer-contributed pension scheme provided
- **Probationary Period:** 6 months

#### **Direction & Accountability**

The work of the PHC Programme Manager will be directed by the OTM Chief Executive Officer to whom the post holder will be accountable.

#### **Duties and responsibilities**

Directed by and reporting to the OTM CEO, the PHCP Manager will work to ensure that the delivery of the Longford Primary Health Care Programme adheres to best practice to address Travellers' health at all times. The main duties and

responsibilities will include:

- To have responsibility for the overall development and day-to-day co-ordination of the Primary Health Care Programme;
- To develop, deliver and support the outreach programme in relation to peer-led Community Health Work
- To support and manage the delivery of health programmes with and by the Community Health Workers & Community Development Workers
- To develop new initiatives to respond to the ongoing priority areas and emerging needs of the local Traveller community in Longford as identified
- To develop, monitor and review yearly work plans with the CEO
- To collate and produce quarterly and annual reports on the work outputs, impacts and key performance indicators related to the programme for the OTM CEO, Board of Directors and the HSE Midlands Traveller Health Unit.
- Provide information and signposting to Travellers to a range of health services.
- Work to reduce the barriers faced by Travellers in accessing public services by supporting the development of culturally appropriate services, providing anti-racism and cultural awareness training to service providers and staff.
- To liaise and work with relevant statutory and voluntary organisations and agencies as appropriate.
- Engage with mainstream services and statutory agencies to promote the inclusion of Travellers in new or existing health initiatives
- To monitor and evaluate the work of the Health Team on an ongoing basis.
- To ensure that the Health Programme is run according to current models of best practice and contractual obligations
- To provide support and supervision to all members of the Longford Health Team
- To identify, support and review the training needs of the Health Team
- To design, implement and deliver in-service training for the Health Team as required;
- To support the induction and ongoing supervision of new team members, volunteers and or students
- To monitor attendance, leave and entitlements etc. through the Bright HR & Blip system
- To review and approve the Health Team travel & Subsistence expenses
- To adhere to the computerised system of record keeping, data collection etc.
- To lobby and campaign for Traveller's rights and the provision of culturally appropriate services;
- Engage with Primary Health Care Traveller Projects and representatives of the THU through participation in the Midlands Regional Traveller Health Network.
- To contribute to local, regional and national policy developments on Traveller Health, including representing the Longford Primary Health Care Programme on the National Health Network and other forums;
- To represent Longford on external committees and at external events as relevant;
- To participate in staff meetings, supervision and training.
- To be responsible for funding applications and reporting to the CEO, Board of Management and Midlands Traveller Health Unit;
- To work with the OTM CEO and Finance Team to ensure effective and efficient financial management and administration,
- To comply with organisational policies and procedures
- To carry out any other relevant duties as may be determined by the CEO or Board of Management.

## Person specification

The successful candidate will be a vibrant and dynamic person who has proven capacity in motivating and inspiring team members. They will have the ability to work under their own direction and as a member of a team. She/he will have the following essential and desirable attributes:

### Qualifications & Knowledge

- A qualification in Community Development, Social Care, Family Support or equivalent - Essential
- A thorough understanding of Traveller issues, particularly in relation to Traveller health- Essential
- Knowledge of the national policy pertaining to Traveller health - Desirable

### Experience

- Experience of project co-ordination or equivalent - Essential
- Experience of team management, support and direction = Essential
- Experience of working with Travellers or in a Traveller organisation - Desirable
- Experience of report writing including: funding proposals, applications and evaluation reports etc. - Essential

### Skills and capacities

- A demonstrable commitment to human rights and social justice and a commitment to work from an anti-racist and equality work perspective - Essential
- Demonstrated capacity to work on your own initiative and as part of a team - Desirable
- Excellent communication, facilitation and interpersonal skills - Essential
- Excellent IT skills - Desirable
- Ability to work with a wide range of stakeholders - Essential
- Be dependable and flexible - Essential
- Be prepared to travel as part of your work - Essential
- Access to own transport with a full driving license - Essential

**CLOSING DATE:** Monday 24th February at 12 noon

## HOW TO APPLY:

Please submit a CV and detailed cover letter outlining qualifications, experience and skills specific to the position to the CEO: [info@otm.ie](mailto:info@otm.ie) (<mailto:info@otm.ie>)

Applications by e-mail only and by the date and time above. Late applications will not be accepted

**Interviews will take place on Thursday 27th February**

**Note:** This position is subject to Garda Vetting and reference checks and subject to ongoing funding

**OTM is an equal opportunities employer**



### **Region**

Longford

### **Date Entered/Updated**

13th Feb, 2025

### **Expiry Date**

24th Feb, 2025

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**Source URL:** <https://www.activelink.ie/vacancies/civil-liberties-human-rights/113809-offaly-traveller-movement-primary-health-care-programme-manager-part-time>