

Good Shepherd Cork: HR Manager (Part Time) **(<https://www.activelink.ie/node/114341>)**



HR Manager Good Shepherd Cork

Applications are invited for the post of HR Manager with Good Shepherd Cork (GSC). Good Shepherd Cork is an independent, Cork based charity providing a range of accommodation, outreach and educational services for women, children and families who are homeless or vulnerable to homelessness.

This is a new post in GSC. Working as a key member of the management team, the HR Manager will lead HR operations across GSC, ensuring best practice. The HR Manager will report to the CEO, GSC.

This is a part-time post of 20 to 24 hours per week (to be agreed).

Summary of key role and responsibilities:

- Ensure a consistent, fair and equitable application of human resource policies
- Lead on HR policy development and implementation
- Oversee recruitment and resource planning
- Manage staff training and employee relations
- Ensure compliance with relevant legislation
- Support and enable employee engagement.

The candidate will require the following:

- Honours degree in Human Resource Management or a closely related field and membership of relevant professional body.
- At least seven years of human resources experience including at a management level, to include:
 - employee relations and employment law
 - recruitment and retention
 - induction, training and staff development
 - managing Change
 - implementation and application of policies and procedures
 - investigation management
 - management of HR systems and records
- Strong analytical, planning and decision-making skills.
- Excellent judgement, interpersonal and teamworking skills.
- Excellent written and verbal communication skills and listening skills. Strong IT skills.
- Commitment to the vision, mission and values of Good Shepherd Cork.

Informal enquiries can be made to **Allison Aldred, CEO – aaldred@goodshephercork.ie**

Full job description and GSC application form are available from Helen Burke **hburke@goodshephercork.ie**
(<mailto:hburke@goodshephercork.ie>)

Application for the role can be made by sending a completed GSC application form to Helen Burke.

Closing date is **31st March 2025**.

Region
Cork

Date Entered/Updated

11th Mar, 2025

Expiry Date

31st Mar, 2025

Source URL: <https://www.activelink.ie/vacancies/community/114341-good-shepherd-cork-hr-manager-part-time>