

Irish Red Cross: Community Sponsorship Ireland Coordinator **(<https://www.activelink.ie/node/114700>)**



Crois Dhearg na hÉireann
Irish Red Cross

JOB DETAILS

Title: Community Sponsorship Ireland Coordinator

Duration: Fixed Term

Salary: €45,000 - €51,000 DOE

Working hours: 35 hours per week

Location: Merrion Square, Dublin 2.

Reporting to: Migration Services Department Programme Manager

BACKGROUND INFORMATION

The Irish Red Cross Society (IRC) is part of the world's largest independent humanitarian network, the International Red Cross and Red Crescent Movement. The IRC is committed to and bound by, its Fundamental Principles of Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality. The vision of the Irish Red Cross is to be a leading humanitarian organisation, providing impartial services and support to vulnerable communities both at home and abroad. Our mission is to identify and deliver humanitarian assistance to those who are most in need.

Community Sponsorship Ireland (CSI) is an innovative model of refugee resettlement which offers ordinary people and communities an opportunity to directly help refugees to rebuild their lives in safety and to settle into their new communities in Ireland. Under CSI, private citizens become the face of welcome for resettled refugees arriving to Ireland, supporting them through the process by providing social and emotional supports as well as accommodation, and assisting in learning English, seeking employment, enrolling in schools and supporting their integration into their new communities.

SUMMARY OF ROLE

The successful candidate will support and coordinate a programme of work that builds on the experience the Irish Red Cross has acquired over many years of involvement in refugee resettlement and in the Community Sponsorship Ireland Programme.

They will work with multiple national partners to promote and support Community Sponsorship Ireland as a community owned pathway for refugee resettlement. The work also involves training and guiding communities throughout the Community Sponsorship Ireland processes.

Please note that this role involves national travel and will necessitate some evening and weekend work.

ROLE RESPONSIBILITIES

The role will cover

- Developing the national profile of CSI in Ireland; promoting the Programme and recruiting group leaders and members;
- Engaging with membership-based organisations such as church, migrant groups, corporate bodies and property owners to gain support for and awareness of CSI, to set up community sponsorship groups, and to identify accommodation options;
- Engaging diaspora networks to identify community leaders who will be trained to support the identification of sponsors

- and develop groups;
- Working on the formation and training of new CSI groups, and building their capacity to receive a refugee family;
- Assisting groups to welcome and support refugee families and helping the families' progression to independent living and exit from the CSI programme;
- Where required, support groups and beneficiaries with signposting and initial administrative processes to access government entitlements including PPSNs, social welfare and housing supports;
- Building and maintaining constructive working relationships with a wide variety of stakeholders including local communities, NGOs, INGOs, civil society bodies and public and government officials including local authorities to build awareness of and engagement with CSI;
- Tracking progress, working on the development and implementation of monitoring and evaluation processes, and capturing learnings across programme activities;
- Attending and hosting project partner meetings, and operational and financial reporting as required;
- Work actively towards the achievement of the Irish Red Cross goals;
- Undertake training and development as required;
- Abide by and uphold the Principles of the International Red Cross Red Crescent Movement;
- Undertake any other reasonable work-related duties and responsibilities assigned by the relevant line manager that are consistent with the nature of the job and level of responsibility.

ROLE REQUIREMENTS

Essential Criteria

- Demonstrable project management knowledge and experience.
- Excellent communications skills with demonstrable experience of verbal and written communication with a wide variety of stakeholders.
- 4 years (or relevant) experience of providing community supported projects and a community development experience.
- Excellent IT skills including knowledge and use of Word, Excel and case management tools.
- Experience of preparing and delivering training.
- Social Science or equivalent third level degree.
- Ability to work under pressure and meet deadlines.
- Flexible, innovative and adaptable.

Desirable Criteria

- Full clean Driving Licence valid in Ireland and access to own transport.
- Knowledge of state supports such as social welfare, housing and/or immigration systems in Ireland.
- Self-starter with ability to work on own initiative.
- Experience in public speaking and demonstrative networking skills.
- Knowledge of communications and outreach strategies
- Experience working in a multi-cultural environment.
- Experience dealing empathetically with refugees.
- In depth understanding of CSI programme.

FURTHER INFORMATION

The Irish Red Cross offers the following benefits in addition to salary

- A 5% employers' contribution to a company contributory pension scheme*
- Closure of the office on Good Friday, plus two additional 'privilege days' to be used at Easter and Christmas respectively.
- Death in Service benefit of four times salary
- Flexible working hours, including opportunities for hybrid working.
- Further education, training and learning supports
- Professional subscriptions (as applicable)
- Paid maternity and paternity leave*

The Irish Red Cross is an equal opportunities employer. We value diversity and aspire to reflect this in our workforce. We welcome applications for people from all sections of the community, irrespective of gender, civil status, family status, sexual orientation, religion, age, disability, race or membership of the Traveller community.

This role requires applicants to have the right to work in Ireland.

Supported by the Irish Government, Community Sponsorship Ireland is a structured and responsible approach that enables local communities to directly support the resettlement of refugees fleeing conflict.

Community Sponsorship Ireland is led by the Irish Red Cross and supported by the Irish Refugee Protection Programme in the Department of Children, Equality, Disability, Integration and Youth and funded by EU Asylum, Migration and Integration Fund.



Our work as the National Support Organisation is conducted in partnership with Nasc, the Irish Refugee Council and Doras.



APPLICATION PROCESS

To apply for this role, please forward a copy of your CV, together with a cover letter setting out how you meet the essential and desirable criteria for this role to: jobs@redcross.ie (<mailto:jobs@redcross.ie>)

Your email should contain **Community Sponsorship Ireland Coordinator** in the subject line. Applications should be in .pdf or MS Word format, and with file names in the following format: **<Surname>, <First name> - CV and <Surname>, <First name> - Cover Letter**

- The closing date for applications is 6pm 13th April 2025
- Shortlisting for interview will be on the basis of the essential and desirable criteria for this role.
- It is intended to hold initial interviews for this role on week beginning 22nd April 2025
- Please note that there may be a second round of interviews.
- Further information on the Community Sponsorship Ireland Programme and processes can be found at communitysponsorshipireland.ie (<https://communitysponsorshipireland.ie/>)

This role is assigned to the Job Family of: Coordinator. The Irish Red Cross has 6 Job Families: Secretary General; Senior Manager; Programme/Project Manager; Coordinator; Development & Admin; Administration.

Region

Dublin 2

Date Entered/Updated

27th Mar, 2025

Expiry Date

13th Apr, 2025

Source URL: <https://www.activelink.ie/vacancies/aid-development/114700-irish-red-cross-community-sponsorship-ireland-coordinator>