

JOB DESCRIPTION

Job Title:

Migration Programme Manager

Responsible To:

Head of International Relations & Cooperation

About the Irish Red Cross:

The Irish Red Cross helps people in crisis, whoever and wherever they are. We are part of a global voluntary network, responding to conflicts, natural disasters and individual emergencies. We enable vulnerable people in Ireland and abroad to prepare for and withstand emergencies in their own communities. And when the crisis is over, we help them to recover and continue with their lives.

About the Migration Programme:

The Irish Red Cross is a registered Irish charity (CHY3950), whose mission is to provide care to the most vulnerable at home and abroad in peace, crisis and disaster. This mission is based on the Red Cross Principles which commit national Red Cross societies to work towards preventing and alleviating human suffering; protecting life and health; ensuring respect for human beings; and delivering a high-quality and impartial humanitarian service to society.

The approach of the Red Cross Red Crescent Movement to migration is of a strictly humanitarian focus - on the needs, vulnerabilities and potential of migrants, irrespective of their legal status, type, or category. In order to capture the full extent of humanitarian concerns related to migration, the Movement description of migrants is deliberately broad: it includes, among others, labour migrants, stateless migrants, and migrants deemed irregular by public authorities. It also concerns refugees and asylum seekers, notwithstanding the fact that they constitute a special category under international law.

The Irish Red Cross has a long-standing tradition of assisting with reception, care and integration of people fleeing their home country. In the 1950s Hungarians who fled the Soviet invasion were supported. In the 1970s, humanitarian assistance was provided to families from Northern Ireland and Vietnam; in the 1980s members of the Baha'i community were provided with assistance; and in the 1990s, support was provided by the Irish Red Cross to Bosnians escaping the Balkans war.

In autumn 2015, the Irish Red Cross was tasked by the Department of Justice and Equality with collating pledges of accommodation, goods and services for migrants arriving in Ireland over the coming months and year. A Register of Pledges went live on www.redcross.ie in late September 2015. The Irish Red Cross also sits on the Taskforce of the Irish Refugee Protection Programme; a cross-departmental and inter-agency Taskforce established to coordinate and implement the logistical and operational aspects associated with the new Programme. As part of its remit under the Taskforce and

response to the Migration Crisis, the Irish Red Cross continues to liaise and cooperate with IGOs, NGOs, and regional, and local community groups. Assistance has been provided along the Migration Trail via distributions (e.g. winter kits, hygiene kits, blankets) and support such as staff.

To date, the IRC has received over 700 pledges of voluntary accommodation from around the country, including, in particular, the Dublin and Cork areas. It is envisaged that some of this accommodation will be suitable for individuals and families. The IRC are currently assessing the most suitable for use. The IRC and Corporate Housing Ireland have worked together to develop the current framework, the subject matter of an Agreement which envisages the IRC assisting those exiting the IRPP in accessing services via the provision of social supports, and CHI providing a supportive housing management framework through the pledged properties in the first instance. Further phases may include the extension of support to persons leaving Direct Provision.

Under the Irish Refugee Protection Programme a project centres around main steps to support newly-arrived migrants, IRC assistance will be provided at point of arrival (Airport) for newly-arrived groups of migrants, with transfer provided by the IRC to their initial accommodation reception centre.

An assessment of needs of individuals and families will be conducted by the IRC shortly after arrival. This will require an individualised assessment per individual or family, and shall take into account requirements regarding health, education, labour market access and the like.

On-going 'wraparound' supports for the accommodated refugees will be delivered by the IRC. This will include initial introduction to the local community where the accommodation is located, as well as facilitating linkages into services such as health, welfare, education etc. Initial housing essentials (e.g. housing kits for taking up residence in accommodation) will also be administered by the IRC.

Weekly supports (e.g. casework) will be provided by the IRC for a defined period of time. Overall project management of the process will be overseen by the IRC, with regular reporting to be provided by CHI.

Main Task & Responsibilities of the Migration Programme Project Manager:

The Migration Programme Manager will oversee the day to day management and development of the programme.

- To manage, plan, implement and monitor all aspects of the project so that deliverables are achieved within set budgets and timelines, reporting on a monthly basis.
- Oversee the management of the pledge database and profiling of offers.

- Provide advice and guidance to the IRC areas and branches, national agencies, non-governmental organisations on Irish Red Cross migration programme activities.
- Provide detailed information on external expert service providers who can offer support to the refugees in their new communities.
- Establish and coordinate partnerships and ensure the development and implementation of the agreed action plan.
- Support capacity building measures to enable the IRC volunteer network in the delivery of services.
- Draft regular progress reports of the programme to management and the IRC Migration Taskforce.
- Monitor, evaluate and report on the progress of the overall implementation of the project.
- Build relationships with relevant internal and external stakeholders, providing briefings and updates on the areas of expertise and seeking stakeholder input and feedback to inform future work where applicable.
- Liaise and work collaboratively with identified external partners, internal trainers and voluntary National IRC leaders to ensure successful completion of project deliverables.
- Coordinate and monitor the activities of the external technical partners of the programme and proactively manage the relationship with them.
- Generate reports on performance, possible improvements and initiatives to use the learning from the programme for future IRC development.
- Create continuous process improvement initiatives to increase efficiency, improve service delivery or reduce costs.
- Utilise the services of the Restoring Family Links staff and volunteers as required.
- Liaise with the Regional Volunteer Migration focal points in relation to the analysis of need and capacity in communities where refugees will be settling.
- Undertake other tasks as may be required from time to time within the Irish Red Cross.

Experience and Capacities Required:

- The applicant should have good interpersonal, diplomacy, communication and teamwork skills.
- Have a good Knowledge about conflict and migration issues.
- 5-10 years' experience in project management.
- Excellent IT skills including Microsoft Office esp. EXCEL.
- Strong analytical and problem solving skills.
- Proven ability to communicate effectively with all levels of organisation.
- Ability to respect confidentiality of service users at all times and remain responsive to their specific needs, adhering to the Irish Red Cross confidentiality policy where risks to the service user or others are identified.
- Ability to work independently as well as part of a team.
- Ability to demonstrate attention to detail.
- Time flexible, given the nature of this service, and the requirements for working closely with volunteers – the hours of work will include evenings and weekends.

Location:

Based at Irish Red Cross Head Office, 16 Merrion Square, Dublin 2. Ability to travel may be required.

Contract Terms:

12 months fixed term contract.

Please forward your Curriculum Vitae and cover letter to nhenrion@redcross.ie

Closing Date for receipt of applications:

Monday, 30th January 2017