

JOB DETAILS

Title:	Engagement Officer – Migration Programme
Duration:	Full time contract to 30 March 2026 with possibility of extension
Salary:	Coordinator €42,000-€48,000 ¹
Reporting to:	Migration Programmes 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.

Migration is a priority focus for the Red Cross and Red Crescent Movement internationally as well as for the IRC in Ireland. Ireland, along with other countries, has experienced considerably more inward migration in recent years from people in need of protection and, as a result, is challenged to respond with appropriate supports for all affected. The IRC has worked on migration for several years and is considered a key actor in responding to the humanitarian needs of refugees/ migrants seeking protection and a future in Ireland, with programming in the areas of resettlement and responding to the Ukraine crisis, among others.

SUMMARY OF ROLE

The Irish Red Cross is tasked under its mandate as auxiliary to the Irish Government to strengthen responses to the welfare and wellbeing needs of Beneficiaries of Temporary Protection (BOTPs) living in state accommodation centres. This role will coordinate with a partnering organisation to develop and deliver capacity building activities for accommodation providers and local support organisations interacting with providers and residents, and provide guidance and support to BOTPs and providers in response to individual issues.

¹ 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.

ROLE RESPONSIBILITIES

Strategic

- Work with partner organisations to develop and deliver capacity building activities for accommodation providers, and local support agencies interacting with providers and residents, to help strengthen the response to the welfare and wellbeing needs of BOTPs living in state accommodation centres.
- Work with partner organisations to help resolve issues of concern raised by both residents and accommodation providers.
- Work directly with the Local Authority Integration Teams and other relevant agencies to develop coordinated services and signposting.

Delivery of Services and Reporting

- Develop and deliver capacity building activities for accommodation providers and other local groups and stakeholders working with the BOTPs throughout the country
- Develop and deliver bespoke trainings to target specific issues. This may be for community groups in an area, or the owners/staff of an accommodation centre, or for BOTPs.
- Provide guidance and support to BOTPs and providers in response to individual issues and concerns raised.
- Develop guidance documents aimed at strengthening responses to the welfare and wellbeing needs of BOTPs.
- Provide detailed reports on a regular basis

Community Outreach and Development

- Connect with local actors including Local Authority Integration Teams, the IRC volunteer network, and other support agencies .

Organisationally

- Ensure compliance with required internal and external policies and procedures
- Work actively towards the achievement of the Irish Red Cross goals.
- 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 line manager that are consistent with the nature of the job and level of responsibility.

ROLE REQUIREMENTS

Essential Criteria

- Third level qualification in relevant fields of International Development, International Law, Social Work or Political Science
- Experience developing capacity building activities in the Charity Sector
- At least three years' experience in a migrant support role
- Experience working with Local Authorities
- Strong interpersonal and communication skills with the ability to interact in a professional capacity with a diverse range of management and stakeholders.
- Experience of facilitating workshops/ large group discussions
- Experience in developing guidance documents
- Experience in developing and delivering training
- Ability to work under pressure and meet set deadlines.
- Excellent attention to detail
- Ability to work efficiently as part of a team as well as independently
- Proficiency in Microsoft Office and Excel
- Ability to maintain strict compliance protecting confidential, sensitive information and materials.
- Fluent levels of English, written and conversational.
- Ability to travel frequently around the country

Desirable Criteria

- Experience of working in the fields of child welfare, family support, substance misuse, mental health
- Knowledge of the work of the Irish Red Cross.
- Ability to speak additional languages e.g. Ukrainian or Russian would be an advantage.

FURTHER INFORMATION

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. The role is a full time position based on a 35 hour working week, based on flexitime arrangements.

APPLICATION PROCESS

To apply for this contract, please forward a copy of your CV, together with a cover letter to:

jobs@redcross.ie

Your email should contain **Engagement Officer-Migration Services** in the subject line. Proposals 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 30th April 2025.

Please note that due to the volume of applications, it is only possible to contact those who are progressing to the next stage.