

JOB DETAILS

Title: Integration Officer – Migration Services

Duration: Full time contract to 30 March 2026 with possibility of extension

Salary: Coordinator €42,000-€48,000¹

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 primary purpose of this role is to support integration with local stakeholders, particularly the Local Authority Integration Teams, and provide direct support through our volunteer network.

¹ This role is assigned to the Job Family of: Programme Managers. The Irish Red Cross has 6 Job Families: Secretary General; Senior Manager; Programme/Project Manager; Coordinator; Development & Admin; Administration.

The role will support the wider Irish Red Cross programme supporting the placement of refugees into accommodation and to support the social integration of refugees at community level.

ROLE RESPONSIBILITIES

Integration

- Identify and document integration needs for the Migration programme and the people who are supported
- Develop integration approaches for specific initiatives, which complement existing programme and link the programme with other supports available externally
- Advise and support the adaption of existing programming to ensure there is maximum supports available to those most in need
- Ensure that actions will involve direct support for services, signposting and personal introductions into the community

Stakeholder Relationships and Community Engagement

- Engage with Local Authority Integration Teams (LAITs) to ensure there is a mutual awareness and information sharing on activities
- Attend Community Integration Forums to continually build the toolkit of resources available to BOTPs and hosts in all parts of the country
- Connect the local actors including the IRC volunteer network supplemented by IRC staff as necessary to increase support and assurance to pledgers that the family they are hosting has a network of support after the pledge ends
- Facilitate both the sharing and collecting of information on the programme and various integration efforts

Supporting Red Cross Branch and Volunteer Structures

- Identify areas for where Red Cross volunteers can provide appropriate support to families (who are accommodated by the programme)
- Develop guidance and information for branches and volunteers to support their efforts to facilitate integration of the programme clients/beneficiaries
- Coordinate volunteer efforts, where relevant, to directly support programme clients/beneficiaries
- Work directly with the Volunteer Coordinator to build capacity in local areas between Red Cross Volunteers and the BOTP community

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 Social Work, Public Policy, Political Science etc.
- At least two years of experience in the migration sector, with a strong focus on community organising
- Experience of engaging with Local Authorities and/or other local stakeholders
- Excellent attention to detail
- Strong interpersonal and communications skills with the ability to interact in a professional capacity with a diverse range of management and stakeholders.
- Ability to work under pressure and meet set deadlines.
- 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.

Desirable Criteria

- Knowledge of the work of the Irish Red Cross.
- Experience of working with volunteers.
- 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 [Integration 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 proposals is 16 June