

Novas is a voluntary organisation and Approved Housing Body working with families, children and single adults who are disadvantaged and socially excluded; primarily those who are homeless or at risk of being homeless. We provide a range of housing, health and recovery services and accommodation for marginalised households throughout Ireland primarily using a trauma informed approach (all staff are trauma informed and trained) and a harm reduction model of support. We also provide bespoke community based supported living services for persons that find themselves homeless with complex support requirements on both the Intellectual Disability and Mental Health spectrums.

Novas are currently seeking applications from energetic and enthusiastic individuals to join our team as Deputy Manager located in Dublin Services. The successful candidates will be afforded necessary training and development in line with the role. Candidates must be highly motivated, creative and experienced with a passion for engaging with clients who are homeless/at risk of homelessness.

Position: Deputy Manager

Where: Dublin Services

Contract: Permanent (subject to funding)

The ideal candidate will have:

- Third level qualification-minimum Level 7 preferably in social care or equivalent and capable of registration with CORU **and** three years' experience working with a vulnerable group, preferably those experiencing homelessness. Please see job description for acceptable relevant qualifications.
- Have an understanding of care planning, needs assessment, risk management/assessment, incident management/prevention and key working.
- Ability to work on own initiative whilst ensuring self and team are highly motivated. To be an efficient and effective administrator and time manager.
- Availability to work varying shifts including early, late, waking night shifts and sleepovers.
- Demonstrate the ability to treat the client group in a non- judgmental way from a trauma informed perspective, which underpins Novas service delivery.
- Understanding of a low threshold service and harm reduction model of working
- Full clean driving license

Please see attached Job Description and Person Specification for more information

Closing Date for receipt of completed application forms is **10th May 2022**.

For further information, please visit <http://www.novas.ie/work-with-us/>. Please complete the application form and return it to recruitment@novas.ie

Novas is committed to ensuring that children, young people and vulnerable adults are kept safe from harm. As a consequence, Garda Vetting will be carried out for all Novas staff. Garda Vetting is part of the Novas recruitment and selection process and a pre-employment requirement.

Benefits: Novas full time staff receive 26 days' annual leave, employer pension contribution after successful probation period, double time on Sundays and bank holidays, flexible work arrangements, access to supports such as Support and Supervision, external supervision if required and Psychological First Aid. Staff receive a wide variety of on-the-job training, with core training including First Aid, Trauma Informed Care, Motivational Interviewing, MAPA (Management of Actual and Potential Aggression), Overdose Response and Naloxone Administration. They gain a wide range of experience on the front-line- this can act as a springboard for other career opportunities within Novas.