

Job Advert

Service Manager

NOVAS

Housing | Health | Recovery

Service:	DDG House
Location:	Limerick
Duration:	Specific Purpose Contract covering Maternity Leave
Hours:	40 hours
Published:	25 th of February 2025
Application Closing Date:	7 th of March 2025 at midday

NOVAS is a not for profit organisation and Approved Housing Body. We work with single adults, couples and families who are homeless or at risk of being homeless. We provide a range of support services and accommodation. We have over 100 staff, and more than 30 services in Limerick, Dublin, Clare, Kerry, Cork, and Tipperary including residential homeless services, social housing and community based services for tenancy sustainment, homelessness prevention, mental health and recovery.

DDG offers a two-year life programme to residents, teaching them skills in cooking, cleaning, paying bills and money management, in a bid to equip them for independent living. The scheme also works with external agencies to provide professional courses on issues such as self-harm and drug use. Peer self-learning is at the core of the DDG ethos.

NOVAS is a Trauma Informed practice organisation and the principles of collaboration, diversity, respect and trust are embedded in our way of working together. Our services are provided through support of our partners in local government through the Local Authorities, HSE, and other donors and funders.

Desirable Skills and Knowledge (Please see job description for complete Person Specification)

- A minimum of Level 7 (Ordinary Degree or higher (National Framework of Qualifications) in Social Care or another allied health profession
- One year experience working with people who are homeless or other social care group
- Strong administration skills
- Excellent communication skills
- Have an understanding of care and case management protocols including care planning, needs assessment, risk management & assessment, incident management & prevention and fire working.
- Full driver's licence and use of own car

We offer a competitive benefits package including 28 days annual leave pro rata, access to further education supports and contributory pension.

If you would like to work for NOVAS, an application form and job description can be found on the careers section of our website www.novas.ie/work-for-us. If you require any further information or wish to submit a completed application form, please email recruitment@novas.ie