

Outhouse: Operations and Development Manager **(<https://www.activelink.ie/node/100428>)**



OPERATIONS AND DEVELOPMENT MANAGER

Hours: Full-time, 39 hours per week

Reporting To: Chief Executive Officer

Direct Reports:

1. Venue and Events Officer
2. Reception Staff
3. Café Staff
4. Librarian
5. Volunteers

Supported By: Reception Staff, Finance Manager

Salary: €45,500 per annum

Location: On-site not eligible for remote/ hybrid working

Term: Full-time, permanent contract (subject to passing a 6-month probationary period)

Apply By: noon Thursday 22 June 2023

Overview

Founded in 1997, Outhouse LGBTQ+ Centre is a vibrant and safe space for LGBTQ+ people, communities, and organisations that is inclusive of the diversity within our communities.

Outhouse is dedicated to supporting the people, spaces, and issues important to the LGBTQ+ communities.

Our vision is a future where LGBTQ+ people are safe, seen, and celebrated.

Our mission is to improve the quality of life for LGBTQ+ people by providing a safe space to find:

- **Connection** - discovering themselves, their people, place, and passions.
- **Community Support** - accessing information, programmes, and services.
- **Culture** - experiencing creativity, heritage, discovery, and fun.
- **Campaigns** - being part of a strong, credible, and trusted voice for LGBTQ+ communities.

In all of our work, we are guided by the values of trust, respect, joy, inclusivity, and impact.

Reporting to the CEO, the Operations and Development Manager is responsible for the day-to-day management and running of the centre.

They will lead the staff/ volunteer team and curate an open, safe, and welcoming environment for the LGBTQ+ communities and take a lead role in executing the delivery of the organisation's new [strategic plan 2023 -2028, Space for AI \(https://www.outhouse.ie/strategic-plan\)](https://www.outhouse.ie/strategic-plan), in collaboration with the CEO and Senior Leadership Team.

Please see job description attached below.

Submitting an Application

Please submit a completed application form before the **deadline for application on Thursday, 22 June, at 12 pm (noon)**.

Applications should be submitted by email to vacancies@outhouse.ie (<mailto:vacancies@outhouse.ie>).

We will inform candidates who have been successfully shortlisted by the close of business on Friday, 30 June 2023. We regret that providing individualised feedback to applicants who have not been shortlisted for an interview is impossible. Please do not call or email seeking feedback.

Feedback is available for all candidates who attend an interview.

Interviews are provisionally scheduled for the week commencing 3 July at Outhouse, 105 Capel Street, Dublin 1, D01 R290; if you cannot attend the interview on any dates, please state so clearly on your application form.

Candidates should note that canvassing will disqualify them.

Funding

This project is supported by the Department of Rural and Community Development and Pobal through the Community Services Programme.



Rialtas na hÉireann
Government of Ireland



Region

Dublin 1

Date Entered/Updated

25th May, 2023

Expiry Date

22nd Jun, 2023

Attachment

Size

job-description-operations-and-development-manager.pdf	583.96 KB
employment-application-form-od-manager.docx	93.46 KB

Source URL: <https://www.activelink.ie/vacancies/community/100428-outhouse-operations-and-development-manager>