

## **Cuanlee Domestic Abuse Services: Lead Manager** **(<https://www.activelink.ie/node/115375>)**

*CUANLEE REFUGE*



*Caring for Women and Children*

### **The Organisation**

Cuanlee is a voluntary, not for profit organisation which was established in 1978. Cuanlee is a purpose-built refuge for women and children experiencing domestic abuse. Cuanlee provides support, information and shelter 365 days of the year. The organisation has a resilient, flexible, creative and highly skilled frontline staff to deal with the varied and often complex needs that families' present with.

### **The Role**

Cuanlee Domestic Abuse Services invites applications for the position of: Lead Manager, reporting to the Board of Directors.

### **Key Responsibilities:**

- The Lead Manager will oversee & co-ordinate service delivery at the refuge. There will be a strong focus on addressing the needs of the women and their children availing of the Refuge services. The appointee is expected to oversee case management, key workers, care planning and safety planning ensuring adherence to quality standards, policies, procedures and relevant legislation.
- The Lead Manager will be accountable for the overall management of the accommodation service and future development of the services.
- This role is responsible for ensure full Compliance with the Charity Regulator requirements as well as Employment Legislation, Health & Safety, Tusla and GDPR regulations.
- This role has oversight responsibility for managing all Office Administration and delivery of all HR responsibilities including managing the staff, ensuring that team members are effectively recruited, retained and developed to provide the highest standard of service to our clients.
- The Lead Manager will coordinate the Refuge Service within the annual budget allocation and promote an effective service within the available budget provision, monthly financial reporting and applying for and securing funding.
- In addition to being involved in the day-to-day management of the Refuge and associated facilities, the manager is expected to contribute to the goals of Cuanlee Refuge. This role requires strong leadership, teamwork and change management experience to plan and execute Cuanlee's goals.
- Part of this role is to keep abreast of new legislation and policy developments within the sector.
- Pivotal to this role is continuous service improvement, leading projects and identifying new ideas or initiatives that have a positive impact on service users.

### **The successful candidate must possess the following:**

- BA in Applied Social Studies or equivalent
- Management experience, ideally in a Social Care environment
- In depth knowledge of compliance & governance matters for the charity sector
- Strong Financial proficiency with demonstrated budget management skills
- Effective analytical, problem solving and decision-making skills
- Demonstrated leadership, communication, collaboration, project management and change management skills
- Experience working across inter-agency organisations with strong communication and relationship-building skills at all levels within an organization and with external stakeholders

## Job type:

This is a full-time (37.5 hours per week) position on a 2 year Fixed Term Contract of Employment and the successful candidate will be expected to work some weekends and participate in an on-call rota.

**Location:** Cork City

**Salary:** Circa €74K plus on-call allowance.

## How to apply:

For an application form or for full job specification for this role **please email [jan@janharte.ie](mailto:jan@janharte.ie)** (<mailto:jan@janharte.ie>)

Closing date for applications: **5.00pm, Friday, May 16th, 2025**

*Cuanlee Refuge is an equal opportunities employer*

### Region

Cork City

### Date Entered/Updated

1st May, 2025

### Expiry Date

16th May, 2025

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**Source URL:** <https://www.activelink.ie/vacancies/civil-liberties-human-rights/115375-cuanlee-domestic-abuse-services-lead-manager>