

Saoirse Domestic Violence Services: Evening Refuge Coordinator **(<https://www.activelink.ie/node/115906>)**



Evening Refuge Coordinator

At Saoirse Domestic Violence Services we're looking for an Evening Refuge Coordinator to join our team.

Full-time · Refuge - South West Dublin

About the job

Are you a compassionate leader with a passion for supporting women and children affected by domestic violence? We are seeking a dedicated Evening Refuge Coordinator to lead and manage our dynamic refuge team, ensuring the highest standards of trauma-informed care across multiple service sites.

Your Key Responsibilities:

1. Leadership & Team Management

- Provide professional leadership and supervision to refuge staff.
- Facilitate effective communication and collaboration through team meetings and case reviews.
- Ensure team proficiency in risk assessment, safety planning, and compliance with relevant legislation.

2. Helpline Oversight & Compliance

- Oversee the 24/7 Freephone Helpline and On-Call service.
- Ensure trauma-informed and best-practice responses.
- Conduct file audits and implement improvements via staff feedback.

3. Case Management & Best Practice

- Lead consistent, survivor-centred case management across sites.
- Provide guidance on complex cases (e.g., coercive control, mental health, immigration).
- Ensure adherence to GDPR, safeguarding protocols, and legal frameworks.

4. Inter-agency Coordination & Advocacy

- Build and maintain strategic partnerships (e.g., Tusla, Gardaí, legal services).
- Represent the service at multi-agency meetings and advocate for survivors' rights.

5. Service Development & Quality Assurance

- Ensure compliance with national standards and internal procedures.
- Support service evaluation, reporting, and funding applications.
- Lead initiatives to improve the safety, hygiene, and trauma sensitivity of accommodation.

About you

- A Level 7+ qualification in Social Care, Social Work, Psychology, or a related field.
- Minimum 3 years' experience in domestic violence services or crisis intervention.
- Proven skills in team leadership, risk assessment, and trauma-informed support.
- Strong knowledge of Irish legislation, safeguarding, and inter-agency processes.
- Full clean driving license and flexibility to work shifts, including evenings/weekends.

What we can offer you:

Salary: €52,441 - Social Care Manager 1 HSE scale Oct 2023

Pension: 7% employer's contribution through our Pension Scheme (7% of annual basic salary) after successful completion of probation.

Annual leave/Public Holidays: Entitled to 27 working days annual leave exclusive of public holidays. Option to purchase up to an additional week's leave.

Company day: Good Friday, offered as an additional day of paid leave.

Paid Sick leave: after successful completion of probation.

Paid Maternity leave: full-pay after 1 year of service.

Doctor visits: €35 euros funding towards 2 Doctor visits per year. Plus, free online doctor.

Education Support: Funding towards further education.

Employee Assistance Programme: 24-hour support and counselling services available to staff and their families. Plus, Wellbeing App.

External Supervision

Wellness Programs: Initiatives to promote employee health and well-being.

Travel Expenses: Reimbursement for business-related travel.

Apply for the job

If you are interested in this role, please apply [here \(https://saoirse-domestic-violence-service.homerun.co/evening-refuge-coordinator/en/apply?token=c8f57203a168f0792cddc522f6f33bb1&step=1\)](https://saoirse-domestic-violence-service.homerun.co/evening-refuge-coordinator/en/apply?token=c8f57203a168f0792cddc522f6f33bb1&step=1) with your CV and Cover letter.

This job description is intended as a summary of the primary responsibilities of and qualifications for this position. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform that may be required either now or in the future.

Full job description available on request.

Due to the volume of applications, it is not always possible to respond to all applications. Only shortlisted Candidates for interview will be contacted. A panel may be formed of unsuccessful candidates from the interview stage, for future roles. Thank you for your interest in our opportunities.

Saoirse Housing Association CLG is an Equal Opportunities Employer

This post is funded by CUAN.

Region

South West Dublin

Date Entered/Updated

28th May, 2025

Expiry Date

18th Jun, 2025

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