



97 rear Main Street Bray, Co. Wicklow
braytravellerscdg@gmail.com
www.btcddg.ie
Tel: 01-2762075

Bray Travellers Community Development Group Clg, (BTCDDG), which was established in 1997, is a not-for-profit organisation of Travellers and settled people working together in the Bray and Greystones Municipal Districts.

Mission Statement:

To tackle the discrimination and prejudice that Travellers experience and to promote the voice of Travellers in tackling the prejudice, exclusion and unequal treatment they experience in all aspects of their lives and within society.

To establish, promote and operate a community development programme, promoting Traveller culture, health, accommodation, education, employment and enterprise and policy and research.

Job Title: Part-Time Traveller Housing & Accommodation Officer

Location: Bray, Co. Wicklow (Based at Bray Travellers Project with blended working options)

Contract Type: Two-Year Fixed-Term Contract

Hours: 21 hours per week

Salary: €23,792.81 per annum (pro-rata, based on part-time hours).

About the Role

The Bray Travellers Community Development Group, in collaboration with Wicklow County Council (WCC) and Sláintecare Healthy Communities (SHC), is seeking a dedicated Part-Time Traveller Housing & Accommodation Officer to support the Traveller community in Bray and Greystones Municipal Districts. This new role, supported through funding from the Genio Trust, will play a crucial part in improving Traveller accommodation conditions, ensuring access to mental health supports, and fostering stronger engagement between Traveller families and key stakeholders.

This is an exciting opportunity to make a real difference in the community and contribute to long-term social inclusion, housing stability, and health equity. We value our employees and offer structured training, career development opportunities, flexible working arrangements, and a positive working environment.

Key Responsibilities

Housing & Accommodation Support

- Assist Traveller families with **housing applications, the Choice-Based Letting (CBL) process, and assessments of accommodation need.**
- Support the **assessment and tenancy process** for Traveller-specific accommodation, including group housing and halting sites.
- Provide **pre-tenancy training** on tenant rights, responsibilities, and estate management.
- Advocate for Traveller housing needs within Bray M.D and Wicklow County Council and liaise with local and national housing bodies.

Community Engagement & Support

- Build and maintain **trusting relationships** with the Traveller community in Bray and surrounding areas.
- Work directly with Traveller families living in local accommodation to identify those in need of support, ensure their voices are heard, and encourage participation in community-led initiatives and estate management.
- Act as a **liaison between Traveller families and housing agencies**, supporting smooth communication and access to services within Bray M.D and Wicklow County Council.
- Organise **fire safety awareness workshops and estate management training** for Traveller families- training will be provided to the person appointed within this role to help develop fundamental skills.

Policy Development & Advocacy

- Support the delivery of the Traveller Accommodation Programme and contribute to local policy development by staying informed on Bray Municipal District and Wicklow County Council's 5-Year Plans, as well as relevant national and regional Traveller accommodation legislation.
- Develop, review, and update Traveller-related **policies and procedures**, ensuring an emphasis on **human rights and equality**.
- Work closely with **NGOs, Traveller organisations, and statutory agencies** to ensure culturally appropriate accommodation and social services.

Mental Health & Social Wellbeing

- Link Traveller families to **culturally competent mental health and addiction services.**
- Advocate for increased mental health supports within the Traveller community.
- Collaborate with Bray M.D **Wicklow County Council and Sláintecare Healthy Communities** to ensure a holistic approach to Traveller accommodation and wellbeing.

Compliance & Reporting-

- Maintain records of **housing applications, tenancy issues, and community engagement**.
 - Facilitate and address **estate management issues (including anti-social behaviour, and accommodation-related disputes)**.
 - Prepare reports on **accommodation needs, community challenges, and policy recommendations**.
 - Support **compliance with GDPR, RTB regulations, and local housing policies** within Bray M.D and Wicklow County Council.
-

Essential Requirements

Qualifications & Experience-

- A **third-level qualification** in Housing, Community Development, Social Science, or a related field.
- OR at least **three years' relevant experience** working in accommodation, **community support, or a similar sector**.
- Experience working with **community or residents' groups, statutory bodies, and social services**.
- Demonstrated **knowledge of Traveller accommodation policies, tenant sustainability, and social inclusion**.

Skills & Competencies

- **Strong organisational skills** to manage a varied workload and prioritise effectively.
- **Knowledge of housing (Traveller Accommodation) legislation and best practices**, particularly related to Traveller accommodation.
- Experience in **budget management and financial reporting**.
- Ability to build effective partnerships with **statutory agencies, An Garda Síochána, TUSLA, and Approved Housing Bodies**
- Excellent **people skills** and ability to work within a **resident-first environment**.
- Proficiency in **Microsoft Office** and experience with IT systems for reporting and documentation.

Other Requirements

- A **full Irish driver's licence** and access to a vehicle for work-related travel.
- Flexibility to work **occasional evenings and weekends** to meet community needs if needed.

Additional Benefits

- **Flexible working arrangements**, including blended working options.
- Opportunities for **career progression** and **structured training** available in house.
- A **supportive and dynamic work environment** where you can make a meaningful impact.
- **Competitive salary** with potential for contract renewal (subject to funding) upon project completion..

Application Process

Interested candidates should submit a **CV and cover letter** outlining their relevant experience and suitability for the role. Applications should be sent to braytravellerscdg@gmail.com

For further information, please contact **Jim O'Brien** manager of **Bray Travellers CDG** at **012762075**

We look forward to welcoming a committed and passionate individual to join our team in making a meaningful impact within the Traveller community in Bray and surrounding environments.