

# MANAGER

## CANDIDATE INFORMATION DOCUMENT

### CONTEXT

Tinteán Housing seek to recruit a new Manager to lead the organisation. Building on the successes of the incumbent, the Manager will continue working with the Board to achieve the mission of the organisation whilst ensuring operational excellence.

### THE POSITION

Title: Manager  
Reporting to: Board of Directors  
Place of Work: 53 O'Connell St, Waterford City (limited hybrid working option, subject to business needs)  
Contract Type: Permanent, Full-Time

### MISSION STATEMENT

Our Mission is to provide accommodation with support, in a safe environment, to women and families who present as homeless; with the objective being to support them to move on to, and sustain, independent living.

We will endeavour to achieve this through a philosophy and value base which promotes respect, dignity, partnership, non-judgemental attitude, understanding and empowerment.

### ABOUT TINTEÁN HOUSING

Tinteán Housing Association works with women and families experiencing homelessness across Waterford City and County. Here in Tinteán we offer women and families housing and support. We are community based and work in partnership with a wide array of local and national agencies and resources, to support our residents to have and maintain a home. Our core belief is that everyone has a right to a home of their own.

Tintean Housing Association is a not-for-profit Approved Housing Body (AHB) committed to providing safe, secure, and affordable homes for individuals and families in need. Operating under the oversight of the Approved Housing Bodies Regulatory Authority (AHBRA) and the Charities Regulator, Tintean is dedicated to delivering high-quality housing solutions that promote sustainable communities, encourage tenant participation, and support social inclusion.

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### ROLE SUMMARY

Tintean Housing Association is seeking a dedicated and dynamic Manager to lead the organisation in delivering high-quality, affordable housing solutions. The Manager will play a pivotal role in overseeing daily operations, ensuring effective governance, financial stability, and compliance with regulatory standards. This leadership position requires a proactive individual who can foster strong relationships with stakeholders, support community engagement, and contribute to the strategic development and growth of the organisation.



**LEADERSHIP IS THE  
CAPACITY TO  
TRANSLATE A  
VISION INTO  
REALITY**



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# PRINCIPAL DUTIES & RESPONSIBILITIES

## Strategic Leadership

- Lead the implementation of Tinteán Housing Association's strategic plan and long-term objectives, ensuring alignment with the organisation's mission and values.
- Monitor progress against the strategic plan, identifying and addressing any gaps or challenges in achieving key objectives.
- Deliver timely and accurate reports to the Board on the status of strategic initiatives and organisational performance.

## Governance, Regulatory and Compliance

- Foster a strong and collaborative working relationship with the Chairperson and Board of Directors, ensuring that all reports and communications align with the Charities Governance Code and support effective decision-making.
- Partner with the Board to uphold robust internal controls, risk management practices, and a culture of compliance, in line with sectoral governance standards and best practices.
- Ensure full regulatory compliance with all relevant statutory bodies, including AHBRA, the Charities Regulator, the Residential Tenancies Board (RTB), and any other applicable authorities.
- Monitor and manage adherence to funding agreements and contractual obligations, safeguarding continued access to grants and financial supports essential to the organisation's sustainability.

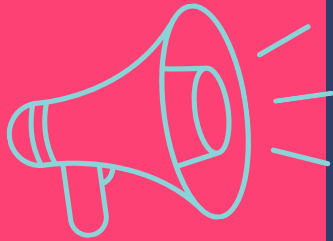


# PRINCIPAL DUTIES & RESPONSIBILITIES

## Service Delivery

- Oversee the effective and high-quality delivery of Tinteán's housing and support services, providing leadership and direction to staff and senior team members.
- Establish and regularly review service performance indicators, ensuring targets are met and services align with the organisation's mission and standards.
- Ensure that robust quality management systems, policies, and procedures are in place and consistently followed across the organisation.
- Lead the recruitment, selection, and onboarding of new staff and volunteers, ensuring alignment with organisational values and service needs.
- Ensure compliance with recruitment policies, approved staffing levels.
- Be available to respond to urgent or crisis situations outside of regular working hours when necessary.
- Promote a culture of continuous improvement, enhancing service delivery, staff safety, and operational effectiveness.
- Identify and pursue opportunities to develop and improve Tinteán's services in collaboration with the senior team and wider staff.
- Foster a safe, supportive, and inclusive working environment, maintaining high standards of care and professionalism.
- Provide strong and supportive leadership to staff, fostering a culture of empathy, professionalism, collaboration, and continuous improvement.
- Build and maintain a high-performing team, supporting succession planning and encouraging ongoing professional development.
- Oversee a performance management framework that promotes accountability, nurtures staff growth, and empowers the team to achieve organisational goals.
- Ensure the organisation is appropriately staffed and structured, aligning resources with strategic priorities to support sustainable growth and high-quality service delivery.

# PRINCIPAL DUTIES & RESPONSIBILITIES



## External Stakeholder Engagement

- Build and maintain strong, collaborative relationships with statutory agencies, community partners, funders, and other key stakeholders to advance the mission and strategic goals of Tinteán Housing Association.
- Represent the organisation at sectoral events, forums, and conferences to strengthen its profile and foster meaningful partnerships within the housing and social care sectors.
- Leverage a range of communication channels, including social media and public platforms, to enhance visibility and promote the values, services, and impact of Tinteán.
- Advocate for housing and social policies that align with Tinteán's objectives and support individuals experiencing homelessness or complex needs.

## Housing and Asset Management

- Lead the strategic planning and implementation of asset management to ensure the long-term sustainability, safety, and quality of Tinteán's housing stock.
- Oversee property acquisitions, refurbishments, and development projects in alignment with the organisation's growth objectives and housing strategy.
- Ensure excellence in tenancy and property management practices, maintaining full compliance with Approved Housing Body (AHB) standards and relevant regulatory frameworks.
- Drive housing development initiatives that reflect national housing policy priorities and best practices in the delivery of social and supported housing.

- This role requires a skilled, compassionate, and forward-thinking leader who can guide Tinteán Housing Association in achieving its strategic goals. The ideal candidate will demonstrate a strong commitment to transparency, accountability, and social impact.
- They will be values-driven, with a proven track record of strategic leadership in a complex environment, and possess excellent stakeholder engagement and regulatory compliance skills.
- A deep passion for the community and voluntary sector, along with a holistic understanding of housing as a cornerstone of community wellbeing, is essential.
- A relevant third-level qualification is essential.
- Proven leadership and senior management experience in the areas of social inclusion, housing, or related fields is essential.
- Demonstrated ability to manage service delivery effectively and meet performance targets at a senior level is essential.
- Strong IT and information systems skills, including proficiency in Microsoft Outlook, Word, Excel, and experience working with databases, are essential.
- The successful candidate must be fully competent and capable of carrying out all responsibilities associated with the role.

### Salary and Benefits

Tinteán Housing Association offers a supportive, inclusive, and purpose-driven work environment, with a range of benefits that reflect our commitment to staff well-being and professional development:

Competitive salary

Generous annual leave entitlement

2% employer-matched pension contribution scheme

Ongoing opportunities for training and professional development

Flexible working arrangements, where operationally feasible

### Equal Opportunities

Tinteán Housing Association is proud to be an equal opportunities employer, committed to building a diverse and inclusive team.

If you don't meet every single requirement but believe you have the skills, experience, and passion to contribute meaningfully to this role, we strongly encourage you to apply.

### How to Apply

If you are a motivated and adaptable leader seeking a meaningful and rewarding role, we invite you to apply to join the team at Tinteán Housing Association. Please submit your CV and cover letter, along with application form by email to [nualatyers@gmail.com](mailto:nualatyers@gmail.com) no later than Friday, 5<sup>th</sup> September 2025. All enquiries regarding the role will be treated with the strictest confidence.

### Contact Details

Email: [nualatyers@gmail.com](mailto:nualatyers@gmail.com)

Mobile: +353 51 844076

Address: Tinteán Housing Association, 53 O'Connell St, Waterford City

Website: [www.tinteanhousing.eu](http://www.tinteanhousing.eu)

Tinteán Housing Association is an equal opportunities employer, committed to fostering a diverse, inclusive, and respectful workplace. We welcome applications from individuals of all backgrounds and communities.

At Tinteán, we are dedicated to ensuring an accessible recruitment process. If you require any specific accommodations at any stage of the application or interview process, please let us know — we will make every reasonable effort to support your participation.