



JOB DETAILS

Title:	Mental Health Manager
Duration:	Fixed Term contract to 31 st July 2025
Location:	Hybrid with approx.. 2 days per week at HQ.
Salary:	€59k - €61k, DOE ¹
Reporting to:	Operation Manager

BACKGROUND INFORMATION

The Irish Red Cross Society (IRC) is part of the world's largest independent humanitarian network, the International Red Cross and Red Crescent Movement. The IRC is committed to and bound by, its Fundamental Principles of Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality. The vision of the Irish Red Cross is to be a leading humanitarian organisation, providing impartial services and support to vulnerable communities both at home and abroad. Our mission is to identify and deliver humanitarian assistance to those who are most in need.

Along with other thematic managers, this role will support the mental health activities in two European Union funded programmes, AMIF & EU4Health.

Programme 1: AMIF programme

In order to promote the efficient management of migration flows and the implementation, strengthening and development of a common European Union approach to asylum and immigration, the European Commission established the Asylum, Migration and Integration Fund (AMIF). The current AMIF programme runs from 2021-2027. The proposal is focused on the second of the AMIF objectives specifically "Legal migration and integration: supporting legal migration to EU States in line with the labour market needs and promoting the effective integration of non-EU nationals".

Programme 2: EU4Health

The Irish Red Cross is participating in a comprehensive mental health project managed by the International Federation of Red Cross and Red Crescent Societies (IFRC), which involves 29 National Societies across Europe to support Ukrainians. As part of this initiative, the Irish Red Cross is expanding its NET clinical support service by adding five new therapists. Additionally, they are broadening their Psychological First Aid (PFA) trainings and introducing two new IFRC training programs: Self Help Plus and Problem Management Plus. The project also includes the continuation and expansion of two other mental health activities initiated through public donations. Furthermore, the Irish Red Cross is developing a helpline dedicated to PFA and incorporating a research component to assess the impact and gather learnings from these efforts.

¹ This role is assigned to the Job Family of: Programme/Project Manager. The Irish Red Cross has 6 Job Families: Secretary General; Senior Manager; Programme/Project Manager; Coordinator; Development, & Admin; Administration.



SUMMARY OF ROLE

The Mental Health Manager plays a crucial role by managing and coordinating of mental health and wellbeing programme services in line with IRC policies and guidelines of best practice and ensuring the highest level of care for individuals in need.

ROLE RESPONSIBILITIES

Project Coordination and Management

- **Supervision and Coordination:** Oversee and coordinate Health and Wellbeing project activities across different projects, ensuring alignment with project objectives and timelines
- **Internal Representation:** Represent health and mental health interests in internal coordination meetings, ensuring that those considerations are integrated into broader organizational strategies and plans.
- **Technical Advice:** Provide technical advice and support to staff and volunteers involved in developing and implementing health and wellbeing -related activities in both programmes as well as in our community programme.

Program Development and Implementation

- **Programme initiation :** commence programme delivery of two simultaneous programmes in coordination with other teams . This will involve ensuring staff and volunteers are aware of their roles and responsibilities and are working in close coordination.
- **Proposal Development:** Contribute technical advice to the development of health and wellbeing -related proposals, ensuring they are evidence-based and aligned with the IRC strategy.
- **Strategy Implementation:** Work towards achieving the health and wellbeing-related priorities in the IRC strategy, developing and implementing effective programs to support improved health and wellbeing in community.

Team Management and Capacity Building

- **Staff Supervision:** Direct, supervise, and evaluate the performance of personnel involved in mental health services, ensuring high-quality care and support. This will involve supporting a team of 4 staff and Irish Red Cross volunteers.
- **Contract management:** Directly manage clinical consultant contracts, support and coordinate the clinical aspects of the two projects
- **Training and Development:** Identify training needs and organize capacity-building activities for staff and volunteers to enhance their skills in delivering health and wellbeing services.
- **Recruitment:** Participate in the recruitment process for project staff, ensuring the selection of qualified and experienced professionals.



Stakeholder Engagement and Advocacy

- Collaboration: Maintain good and regular communication and collaboration with other components of the project, including external stakeholders such as other NGOs, community groups, and government health services.
- Advocacy: Identify possible advocacy issues related to mental health and inform the relevant coordinators before taking action.

Operational and Administrative Duties

- Resource Management: Optimize the use of available resources, including staffing, budget, and materials, to ensure the effective delivery of mental health services.
- Record Management: Develop and maintain efficient record management systems for personnel data and activities to ensure accurate reporting and compliance with regulations.
- Fiscal Operations: Assist in budgeting, financial reporting, and coordination of expenditures to ensure the financial stability of mental health programs.

ROLE REQUIREMENTS

Essential Criteria

- Educational Background: Bachelor's or Master's degree in Social Care, Social Work, Public Health, or a related field.
- Professional Experience: At least 5 years of relevant professional experience in community services, social care support and program management, including experience with charity organization supporting vulnerable populations in an intercultural context.
- Experience in project initiation, and developing monitoring and evaluation tools and rolling out tool and supporting staff and volunteer with data collection and analysis.
- Technical Skills: Proficiency in IT skills (Excel, Word, PowerPoint) and experience with computerized record management systems.
- Language Proficiency: Fluency in English; additional languages such as Portuguese, Arabic, or Russian are an asset.
- Interpersonal Skills: Strong team player with excellent communication, leadership, and organizational skills.
- Adaptability: Ability to work in a multicultural team and manage stress effectively.
- Commitment to Mental Health: Commitment to promoting mental health and well-being in diverse communities, with a trauma-informed approach.
- Alignment with Goals: Work actively towards the achievement of the Irish Red Cross goals.
- Principles Adherence: Abide by and uphold the Principles of the International Red Cross Red Crescent Movement.



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- Additional Duties: Undertake any other reasonable work-related duties and responsibilities assigned by the Head of National Services that are consistent with the nature of the job and level of responsibility.

Desirable Criteria

- Mental Health Project Experience: Experience with mental health-related projects and bridging between clinical teams and senior management.
- EU Grant Experience: Experience in managing EU grants, such as Horizon Europe or EU4Health, is highly beneficial, particularly in understanding funding criteria, effective project management, and compliance with EU regulations
- Additional Training: Additional training or certifications in areas such as community health, social care, or wellbeing.
- Commitment: Commitment to the IRC's social mission and values, with a solution-oriented approach.

FURTHER INFORMATION

The Irish Red Cross is an equal opportunities employer. We value diversity and aspire to reflect this in our workforce. We welcome applications for people from all sections of the community, irrespective of gender, civil status, family status, sexual orientation, religion, age, disability, race or membership of the Traveller community. This role requires applicants to have the right to work in Ireland.

This is a remote employment role with frequent travel within Ireland related to project activities and regular travel to the Irish Red Cross Head Office in Dublin for project coordination meetings.

This is a full time position, 35 hours per week.

The appointment is be subject to Garda Vetting clearance.

APPLICATION PROCESS

To apply for this role, please forward a copy of your CV, together with a cover letter (both in English) setting out how you meet the essential and desirable criteria for this role to:

jobs@redcross.ie

Your email should contain Mental Health Manager in the subject line. Applications should be in .pdf or MS Word format, and with file names in the following format: **<Surname>, <First name> - CV and <Surname>, <First name> - Cover Letter**

The closing date for applications is 6pm August 13th 2024.



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Shortlisting for interview will be on the basis of the essential and desirable criteria for this role.

It is intended to hold initial interviews for this role week commencing August 19th 2024

Please note that there may be a second round of interviews.

This role is part funded by:



Rialtas na hÉireann
Government of Ireland

And



Có-mhainithe ag an
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