

# Project Manager

Family Carers Ireland (FCI) is the national charity supporting over 624,000 family carers across the country who dedicate their lives to caring for loved ones such as children or adults with physical or intellectual disabilities, frail older people, those with palliative care needs or those living with chronic illnesses or addiction. We provide a range of services and supports for family carers nationally from our local support centres.

 **Tullamore, Co. Offaly**

 **Hybrid/Remote**

## JOB SUMMARY

**Family Carers Ireland is seeking an experienced Project Manager to lead a high-profile, strategically significant programmes that will shape the future of service delivery for family carers nationwide.**

This is a rare opportunity to work directly with the CEO and Executive Management Team to design and deliver complex, multi-site initiatives from concept through to implementation. The role offers significant scope, autonomy, and visibility, and will suit a skilled project leader with the ability to navigate capital development, stakeholder alignment, governance, and operational readiness in a dynamic, values-driven environment.

## ROLE CRITERIA

**The successful candidate must possess the following qualifications, skills and experience.**

### Essential:

- Minimum of 5 years Strong Project Management Experience, including delivery of complex projects
- Excellent organisational and planning skills, with the ability to manage multiple priorities
- Strong stakeholder engagement and relationship management skills
- Ability to work collaboratively and bring teams together to deliver shared outcomes
- Knowledge of and empathy for the mission and values of FCI.
- Full driving license, with access to car.

### Desirable:

- Experience in budgeting, cost modelling, or service pricing
- Knowledge and understanding of the charity sector are desirable
- A recognised project management qualification (e.g. PRINCE2, PMP or equivalent)

**Terms & Conditions:** Specified purpose contract, full or part time depending on availability.

This role will be based at Family Carers Ireland, Market Square, Tullamore, Co. Offaly. The Corporate Services team currently work a hybrid model with flexibility to work from home. Perspective candidates may contact us for a copy of the job description or details regarding the terms and conditions of the role if they wish.

Flexibility to travel to meetings as required is essential. The remuneration for this role is €70,000 per annum FTE, and access to a defined contribution pension scheme. The annual leave entitlement is 26 days per year.

**Application Process:** Applicants are invited to submit their up-to date CV and cover letter:

<https://familycarersireland.peoplehr.net/Pages/JobBoard/Opening.aspx?v=0c0f9a27-ecce-4c90-83f3-acdbc647d32a> no later than **Friday 26<sup>th</sup> June 2026**.