



Comhairle Cathrach Chorcaí
Cork City Council

**PROGRAMME MANAGER
HOUSING DELIVERY**

Grade 8

(5 -Year Fixed Term Contract)

Cork City Council

Closing Date:

4pm Tuesday 1st July 2025

To be read in conjunction with

[Our Candidate Information Booklet](#)

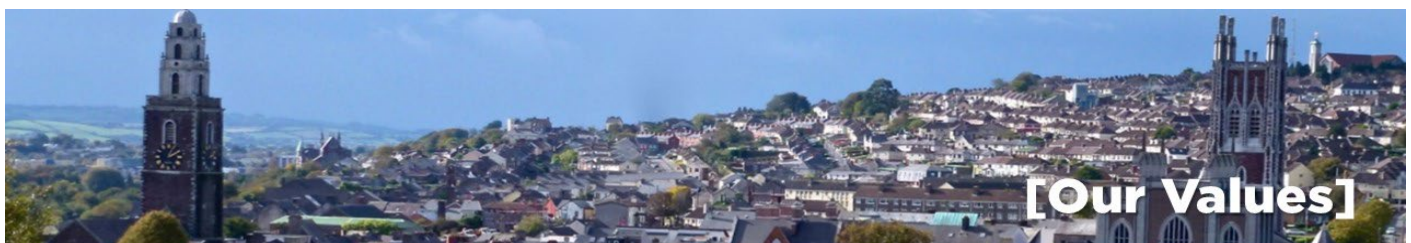
BACKGROUND

Located on the south coast of Ireland, Cork City is the second largest city in Ireland with a population of over 211,000 people.

Cork City is the key driver of the southern region of Ireland. Our ambition is to strengthen the role we play regionally and locally. This ambition is underpinned by Government policy as set out in the National Planning Framework (NPF). This sets a target for Cork City for the population to grow by 125,000 to over 335,000 people between 2020 and 2040, which will make it the fastest growing city in Ireland. This will require a concerted effort to build houses, create circa 75,000 jobs and provide a range of health, social, community and cultural services. Cork will continue to thrive as place of energy, ambition, determination and enterprise. We are a city of ambition, working with our neighbourhoods, communities and businesses to support economic development and facilitate investment. We value our culture and heritage and ensure that Cork continues to be successful as an attractive place to live, study, visit and work.

Cork City Council is a large urban local authority with over 1500 employees across over 40 locations within the City, there are 31 Elected Members of the Council representing five wards in the City. The Council has an annual revenue budget of approximately €325 million for 2025 and provides a wide and diverse range of public services such as parks and recreation, housing, management of the public realm, libraries, physical planning and development, community, culture and place-making and the delivery of infrastructure projects. Internal services include Finance, ICT, People & Organisation Development and Corporate Affairs. The Council is committed to increasing its capacity and capability for change to deliver improved public service.

Cork City Council's [Corporate Plan](#) can be viewed on our website: [Corporate Plans - Cork City Council](#)



Public Good

We provide high quality services and address peoples' needs in a manner that is both inclusive and equitable.



Trust & Integrity

We act honestly, openly and fairly in all our dealings.



Respect

We treat all people equally with due regard for their needs and rights.



People Centric Approach

We engage with people in a fair, courteous and timely manner. We strive for continuous improvement



Responsibility

We are accountable and transparent and act responsibly in our dealings and decision making.



Innovation

We continually seek progressive and creative approaches in the services we deliver.



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THE ROLE

Cork City Council invites applications, on the official application form, from suitably qualified persons, who wish to be considered for inclusion on a panel from which temporary and vacancies for the post of Programme Manager – Housing Delivery – Grade 8 (5 Year FTC) may be filled.

The Programme Manager for Housing Delivery will work within the Housing Directorate and form part of the senior management team reporting to the Director of Service and will work with other City Council officials and external stakeholders in the development and delivery of a Housing Delivery Strategy and Delivery programme for Cork City Council and/or any necessary actions under Housing for All or any subsequent national strategy.

DUTIES

The key duties and responsibilities of the post will include:

- Be responsible for the development and successful delivery of a comprehensive Delivery Plan aligned with national housing strategies (e.g. Housing for All, National Disability Strategy, and all future housing plans and strategies) and meet housing targets and objectives as outlined in such strategies.
- Provide strategic direction to all housing projects under their remit, to ensure they are delivered on time, within budget, and to the required standards, and in a coordinated way with all internal and external stakeholders. Overseeing developments at various stages of the development life cycle from early concept, acquisition, planning, design, procurement through to delivery and handover.
- Anticipate challenges, manage risk, and navigate the complex housing delivery environment to deliver on targets and objectives
- Efficiently manage and provide clear leadership and direction to a multidisciplinary team of technical and administrative staff, as well as external teams, to align with organisational priorities
- Build and maintain strong partnerships with government agencies, Approved Housing Bodies, private developers, and other key stakeholders and be proactive in the development of such partnerships.
- Oversee planning, procurement, and delivery programmes and develop, manage and oversee budgets for all projects
- Ensure compliance with statutory requirements, funding conditions, and quality standards as well as the management of both internal and external governance processes

- Represent the Housing Directorate and the organisation on various internal and external working groups as required including Strategic Policy Committee (SPC) meetings, Local Area Committee meetings, and meetings with external stakeholders to include Department of Housing Local Government and Heritage, the Housing Delivery Coordination Office, the Housing Agency, the Land Development Agency, and Approved Housing Bodies
- Undertake such other specific functions as required from time to time.

The above specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to them from time to time and to contribute to the development of the post while in office.

QUALIFICATIONS FOR THE POST

1. Character

Each candidate must be of good character.

2. Health

Each candidate must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

3. Education, Training, Experience, etc.

Each candidate must, on the latest date for receipt of completed application forms –

- a) hold an honours degree (level 8 in the National Framework of Qualifications) in a relevant discipline and / or a minimum of five years satisfactory experience at senior management level.
- b) possess a high standard of training, experience and knowledge, to include commercial and legal knowledge, and experience and understanding of residential development delivery or large-scale infrastructure/capital works programme delivery;
- c) possess a high standard of management experience, to include the management of multi-disciplinary teams, preferably within the area of housing delivery.

4. Driving Licence

Holders of the office may be required to drive a car in the course of their duties and therefore are required to hold a full driving licence for class B vehicles free from disqualifications.

Desirable Skills:

The ideal candidate should:

- Have project management experience of multi-million-euro delivery of housing programmes and/or capital infrastructure programmes in an urban environment, including the ability to prepare project briefs/business case analysis and carry out project assessment and appraisals.
- Expertise in financial governance, including budgeting, forecasting and reporting and ability to assess risk and develop mitigation strategies for complex projects
- Have experience of the residential/property development process including the planning and legal systems, in particular the Part 8 Planning procedure for residential development, including engagement and communication with relevant stakeholders, elected members and reporting to Council meetings and the media.
- Have commercial knowledge and understanding, together with an ability to demonstrate focus, resilience, organisation, and methodology at senior management level
- Demonstrate effective stakeholder engagement skills (both internal and external stakeholders) and experience in securing co-operation and consensus with a range of bodies and representative groups. Have the ability to confidently challenge proposals with the aim to improve outcomes and efficiencies.
- Have knowledge of public sector procurement policies and procedures
- Demonstrate experience of project finance and budget management and ensuring value for money.
- Demonstrate interpersonal, communication, presentation and influencing skills and an excellent work ethic with a keen interest in pushing projects forward.
- Proven ability to lead a multi-disciplinary team in the delivery of strategic projects.
- Have good knowledge and awareness of statutory obligations of Health & Safety Legislation, the implications for the organisation and the employee, and their application in the workplace.
- Have an understanding of the current public policy environment within the Housing sector across Ireland
- Demonstrate a proven ability in the following competency areas: Strategic Management and Change, Performance through People, Delivering Results and Personal Effectiveness.

Competency Framework

Candidates are expected to demonstrate in their application and at interview (should they be called) that they possess the following competencies through the experience and skills they have gained to date.

STRATEGIC MANAGEMENT AND CHANGE

Strategic Ability

Displays the ability to think and act strategically. Can translate strategy into operational plans and outputs. Evaluates capacity and performance against objectives. Demonstrates innovation and creativity to secure successful strategic outcomes.

Political Awareness

Has a clear understanding of the political reality and context of the organisation.

Networking and Representing

Develops and maintains positive and beneficial relationships with a range of stakeholders. Builds networks of technical and professional contacts. Promotes and sustains an appropriate, positive, and cohesive image for the organisation it represents.

Bringing about Change

Demonstrates flexibility and an openness to change. Develops and initiates change management programmes to meet end objectives. Influences others and fosters commitment to change.

DELIVERING RESULTS

Problem Solving and Decision Making

Can pinpoint critical information and address issues logically. Understands the context and impact of decisions made. Acts decisively and makes timely, informed and effective decisions.

Operational Planning

Contributes to operational plans and develops team plans in line with priorities and actions for their area of operations. Delegates, tracks and monitors activity. Establishes high quality service and customer care standards.

Managing Resources

Manages the allocation, use and evaluation of resources to ensure they are used effectively to deliver on operational plans. Drives and promotes reduction in cost and minimisation of waste

Delivering Quality Outcomes

Promotes the achievement of quality outcomes in delivering services. Organises the delivery of services to meet or exceed the required standard. Evaluates the outcomes achieved, identifies learning and implements improvements required.

PERFORMANCE THROUGH PEOPLE

Leading and Motivating

Motivates others individually and in teams to deliver high quality work and customer focused outcomes. Develops the competence of team members and helps them meet their full potential. Leads by example in terms of commitment, flexibility and a strong customer service ethos.

Managing Performance

Effectively manages performance. Empowers and encourages people to deliver their part of the operational plan.

Communicating Effectively

Recognises the value of communicating effectively with all employees. Actively listens to others. Has highly effective verbal and written communication skills. Presents ideas clearly and effectively to individuals and groups.

PERSONAL EFFECTIVENESS

Relevant Knowledge

Keeps up to date with current developments, trends and best practice in their area of responsibility. Demonstrates the required specialist knowledge, understanding and training for the role. Has strong knowledge and understanding in relation to statutory obligations of Health and Safety legislation and its application in the workplace.

Resilience and Personal Well Being

Demonstrates appropriate and positive self-confidence. Remains calm under pressure and operates effectively in an environment with significant complexity and pace.

Integrity

Behaves in an honest, trustworthy and respectful manner and is transparent, fair and consistent in dealing with others.

Personal Motivation, Initiative and Achievement

Is enthusiastic about the role and sets challenging goals to achieve high quality outcomes. Is self-motivated and works to keep knowledge and skills up to date. Anticipates situations and acts to pre-empt problems. Creates new opportunities. Is persistent when faced with difficulties. Engages in regular critical reflection to identify how own performance can be improved.

Salary

The salary scale for the post is:

€80,165 - €80,880 - €84,026 - €87,191 - €90,362 - €93,500 - €96,657 - €100,238 (LSI1) - €105,945 (LSI2)

In accordance with Departmental Circular Letter EL 02/2011, a person who is not a serving local authority employee on or after 1st January 2011, will enter the scale at the minimum point.

Hours of Duty

The standard working week will be 35 hours per week. The role may, on occasion, include evening and weekend work.

Holders of the post may be called for duty at any time in accordance with arrangements made by local authorities. The Council reserves the right to alter hours of work from time to time.

Garda Vetting

This post will come within the scope of the Local Authorities Garda Vetting Scheme. Please consult our Candidate Information Booklet where further information on Garda Vetting can be found.

Candidates are advised to view our [Candidate Information Booklet](#) where they will find further information on the Format of the Competition, our Principal Conditions of Service and General Data Protection Regulation.

The deadline for receipt of applications is 4pm Tuesday 1st July 2025

Guidelines for completing and submitting application forms are available on our website and can be accessed here: [Candidate Information - Cork City Council](#)

We are an equal opportunity employer and through our recruitment process, we welcome and encourage applications from interested and suitably qualified individuals regardless of gender, age, racial or ethnic origin, membership of the traveller community, religion or beliefs, family or civil status, sexual orientation/gender identity or disability.