

About the Role

Daffodil Care Group, one of Ireland's leading Social Care providers is currently recruiting for a **Recruitment Coordinator** to join our Recruitment Team based in Carlow. This is an opportunity to build a rewarding career within Talent Acquisition and contribute to the growth of one of Ireland's leading social care organizations.

This varied and fast-paced role sits at the heart of our Recruitment Team, combining recruitment coordination, candidate engagement, digital marketing and employer branding.

Our dedicated in-house team is responsible for sourcing and recruiting social care professionals, i.e. Social Care Managers, Social Care Leaders, Social Care Workers, Support Workers and Relief staff for our residential and community-based therapeutic services nationwide. You will work with the team as well as Hiring managers to coordinate recruitment processes, help build recruitment campaigns and manage social media activity that increase awareness of Daffodil Care as an employer of choice.

Key Responsibilities

- Delivering a positive and engaging onboarding candidate experience for all new hires ensuring full compliance process for Personnel & HR Files is followed.
- Promoting Daffodil Care as an employer of choice through proactive candidate engagement.
- Administering the onboarding process for all new employees including reference checking & verification, garda vetting, qualification & transcripts as well as contracts and induction training in line with the Recruitment Team's policies & procedures.
- Supporting your recruitment team members and liaising with our Regional Managers, Centre Managers and Senior Management in relation to candidate communication and recruitment administration.
- Creating engaging recruitment content for social media platforms including LinkedIn, Facebook and Instagram.
- Managing recruitment advertising across online job boards and social media platforms.
- Supporting employer branding initiatives that showcase our culture, values and career opportunities.
- Keeping up to date with recruitment trends, social media developments and innovative sourcing techniques.
- Representing Daffodil Care Group at networking events, career fairs and industry events when required.

About You

You'll be someone who enjoys building relationships, is passionate about people and thrives in a busy environment

You'll have:

- A third level qualification in Business, Marketing, HR, Communications, Psychology or a related discipline is desirable

- Previous experience in recruitment, administration, marketing, or HR would be advantageous but is not essential
- Strong understanding and confidence using social media platforms (LinkedIn, Instagram, /FB, TikTok) and ideally familiarity with online recruitment platforms as well as hands-on experience using creative tools such as Canva or video editing apps
- Excellent interpersonal, written and verbal communications skills.
- Strong organizational skills and attention to detail
- Confidence on the phone when interacting with candidates and internal departments
- Ability to work on own initiative and prioritize workload
- Friendly, Self-motivated, hardworking, driven and positive attitude

Employee Benefits

- Company Healthcare Scheme
- Company Savings Scheme
- Life Cover
- Educational assistance fund
- Maternity benefit package
- Ongoing Learning and Development
- Team building events
- Career Progression Opportunities

Why join Daffodil Care Group

Daffodil Care Group are a leading social care service provider, established in response to an increased demand for residential and community-based therapeutic services. We promote the values of therapeutic child and youth care in a safe environment where the young person and their family are at the centre of all planning, activities, decision-making and interventions.

Supporting and developing a quality team is a significant priority for us and our Recruitment team plays a crucial part in continuing to achieve this goal as well as our continued service development. We're looking for people who share our values, enjoy working collaboratively and want to help us continue attracting outstanding professionals who make a genuine difference every day.

If you're looking for a role where you start or develop your career, bring fresh ideas and be part of a supportive and ambitious team, we'd love to hear from you.