



**An Roinn Oideachais
agus Scileanna
Department of
Education and Skills**

**INSTITIÚID ARD-LÉINN BHAILE ÁTHA CLIATH
DUBLIN INSTITUTE FOR ADVANCED STUDIES**

EXPRESSIONS OF INTEREST TO BE CONSIDERED FOR NOMINATION TO

THE CHAIR OF THE COUNCIL OF THE INSTITUTE

**THE CHAIR OF THE GOVERNING BOARDS OF THE SCHOOL OF CELTIC
STUDIES, THE SCHOOL OF THEORETICAL PHYSICS AND THE SCHOOL OF
COSMIC PHYSICS**

**MEMBERSHIP OF THE GOVERNING BOARDS OF THE SCHOOL OF CELTIC
STUDIES, THE SCHOOL OF THEORETICAL PHYSICS AND THE SCHOOL OF
COSMIC PHYSICS**

Expressions of interest are sought from suitably qualified candidates for consideration for appointment to the Chair of the Council of the Dublin Institute for Advanced Studies, Chairperson of the Governing Board of one of the Institute's three Constituent Schools, or members of the Governing Boards of the Institute's three Constituent Schools.

Background to the Institute

The Dublin Institute for Advanced Studies (DIAS) is an independent organisation for research in basic disciplines which is, in part, funded by the Department of Education and Skills.

The Institute is a statutory corporation which was established under the Institute for Advanced Studies Act 1940.

The Institute, through the constituent Schools, pursues fundamental research in specialised branches of knowledge. The institute is an academic publisher of monographs, books, and journals in Celtic Studies and on advanced scientific subjects.

The Institute has three constituent schools:

- the **School of Celtic Studies** is concerned with the furtherance of the study of the Celtic languages and literature through a programme of investigation, editing and publication;
- the **School of Theoretical Physics** investigates the mathematical principles of the laws of nature;
- the **School of Cosmic Physics** undertakes theoretical, computational and observational studies in astronomy, astrophysics and geophysics to advance the understanding of the Cosmos

All Schools train and mentor scholars and fellows to contribute to the pool of expertise, human capital and specialist skills in Ireland.

The Council is responsible for the general governance of the administrative affairs of the Institute (including financial, risk management, fulfilment of statutory requirements and overseeing best practice). The membership of the Council is set out in the 1940 Act and comprises a non-executive Chair appointed by the President of Ireland on the advice of Government, three ex-officio members (the Provost of Trinity College Dublin, the President of University College Dublin and the President of the Royal Irish Academy) and six members appointed by the Governing Boards of the three Schools. The term of the Council will run from 1 July 2020 to 30 June 2025.

Each School has an independent Governing Board with responsibility for the research direction and academic affairs of the school. The term of the Governing Boards of the three constituent Schools will run from 1 April 2020 to 31 March 2025.

Further information about DIAS is available on the Institute's website at www.dias.ie. The Institute's latest strategic plan is available: <https://www.dias.ie/2018/11/19/dias-strategy-2018-2022>.

Persons sought

Expressions of interest are now sought from suitably qualified international and national candidates for consideration for:

- the Chair of the Council of the Dublin Institute for Advanced Studies

and for the following positions on the Governing Boards of the Institute's three Constituent Schools:

- Chair of the Governing Board of the School of Celtic Studies
- Chair of the Governing Board of the School of Theoretical Physics
- Chair of the Governing Board of the School of Cosmic Physics
- 6 Member positions on the Governing Board of the School of Celtic Studies
- 8 Member positions on the Governing Board of the School of Theoretical Physics
- 6 Members positions on the Governing Board of the School of Cosmic Physics

All Council and Board positions are non-executive roles.

All candidates for consideration should have:

- significant experience and a track record of achievement in the academic and research fields covered by the Institute and its constituent schools.

In relation to the **Chair of the Governing Boards for each of the requisite Schools**, it is desirable that applicants have prior experience of Board membership or of Chairing a Board, but it is essential they have:

- An internationally recognised track record of achievement in the academic and research field of the constituent school
- Experience in overseeing and/or management of an academic unit, and
- All of the competencies set out below for Board membership candidates.

In relation to **members** on the Governing School Boards the following is required:

For the **School of Celtic Studies**, candidates should have expertise in the main areas of the field of Celtic Studies covered by the School, those areas include Early and Modern Irish linguistics, textual studies and palaeography, medieval Irish society and institutions, Welsh and Indo-European philology.

In **Theoretical Physics**, familiarity and experience with current research at the forefront of both Mathematical and Theoretical Physics is desirable.

For **Cosmic Physics**, within geophysics experience in seismology and/or potential field theory, and underpinning Earth System Change is sought, whilst in astronomy/astrophysics experience in star formation, jets, solar physics, space weather and radio astronomy is sought.

Candidates should also have more general skills experience of relevance to membership of School/academic Governing Boards, and some or all of the competencies set out below:

- communications
- corporate governance,
- executive, managerial or professional experience
- financial experience
- human resources expertise
- legal experience
- risk management

In relation to the **Chair of the Council**, it is desirable that applicants have prior experience of Board membership or of Chairing a Board, but they must have:-

- A proven record of achievement at an appropriately senior level in overseeing the development and implementation of medium to long-term strategy in a large public or private sector organisation
- Senior level practical experience in finance and audit in a public or private organisation with a large annual budget or turnover
- Have a proven track record in overseeing governance, risk management and compliance;
- Demonstrate that they possess the significant leadership capabilities and experience necessary to discharge the role of Chairperson.

The Council and the Governing Boards of the three Schools hold their meetings in Dublin. Two meetings a year are held, one in May and one in November. Each meeting is two to four hours in duration. Meetings are typically held in the Boardroom at DIAS headquarters, 10 Burlington Road, Ballsbridge, Dublin 4.

No member of the Institute's Council or School Boards receives any payment other than travel and subsistence.

The Chair and Members of the Governing Boards will be required to devote as much time to duties of the Council and the Governing Boards as is necessary for the proper and efficient discharge of their duties.

The Chair and Members of the Governing Boards should be cognisant of the relevant provisions of the Code of Practice for the Governance of State Bodies. The Code of Practice includes a description of the role and responsibilities of board members.

How to Apply

Anyone interested in being considered for nomination as Chair of the Council or as a member of the Governing Boards of the Constituent Schools should submit a cover letter and a curriculum vitae, no later than 3.00pm on 07 February 2020 to DIASboardvacancies@education.gov.ie.

IMPORTANT NOTE

Please take care when submitting your expression of interest as the Assessment Panel will generally make its recommendation(s) based on consideration of the documentation which you submit, it is most important that you ensure your Cover Letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the Board position(s) specified in this booklet.

This will help ensure that the Assessment Panel is as informed as possible as to the basis for your candidature and why you believe you are a person who could potentially be appointed to these Boards.

You must also confirm that you do not have any conflicts of interest or legal impediment which would be likely to interfere with your ability to play a full part on the Board. You must also confirm that you can make yourself available to attend meetings and to carry out the duties of a Board member.

The selection process may include a short-listing interview dependent on level of interest.

In making nominations, and in line with best practice as set out in the Guidelines on Appointments to State Boards, it is open to the Minister to consider suitable nominees other than those shortlisted, provided his preferred nominee meets the specified criteria.

The Minister shall have regard to the desirability for gender balance on the Board as the Minister considers appropriate and determines from time to time when making appointments.

Confidentiality

Subject to the provisions of the Freedom of Information Acts, 2014, applications will be treated in strict confidence. All enquires, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process.

Certain items of information, not specific to any individual, may be extracted from computer records for general statistical purposes.

Data Protection

The Department of Education and Skills is committed to protecting your personal data and takes the security of your information very seriously, adhering to the principles of transparency, accountability and security of the General Data Protection Regulation.

If your application is assessed and you are considered to be suitable for consideration for appointment your c.v. and cover letter (and any supplementary information requested as part of the application process), will be retained for up to one year following the appointment/s. Unless you request the withdrawal of your application such data may be used in considering your suitability for other similar vacancies/roles that arise for a period of up to one year for these Boards.

Additional information on the General Data Protection Regulation is available at the following [link](#).

Department of Education and Skills

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