



**An Roinn Gnó,  
Fiontar agus Nuálaíochta**  
Department of Business,  
Enterprise and Innovation

The Department of Business, Enterprise and Innovation is holding a competition for the purpose of recommending a person as Chair of the Design and Crafts Council Ireland.

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| <b>Closing Date:</b>                   | Monday, 30 <sup>th</sup> November 2020  |
| <b>Department with Responsibility:</b> | Department of Business, Enterprise and Innovation   |
| <b>Meeting Frequency (avg.):</b>       | 8 per annum   |
| <b>Board Meeting Location:</b>         | Virtual, Dublin, plus 1 regional  |
| <b>Remuneration:</b>                   | €11,970<br>Travel and subsistence are payable at the appropriate rates. It should be noted that in line with the 'One Person One Salary' principle, no public servant will be entitled to receive remuneration in the form of board fees, save for situations that are statutorily provided for e.g. Worker Directors.  |
| <b>Term of appointment:</b>            | The Chair of the Board of DCCI shall hold office for 3 years from the date of their appointment. The Chair is eligible for reappointment for a further term at the end of the 3 years. Where a Chair has served 2 terms of office he or she shall not be eligible for reappointment.  |
| <b>Strategic development:</b>          | <p>The design and craft sectors deliver significant economic and cultural dividends to Ireland through the work of thousands of small creative enterprises across the country. These enterprises create quality, sustainable employment, especially in the regions. DCCI believes that with the right supports, they can make an important contribution to the nation's recovery from the COVID-19 crisis.</p> <p>An 18-month Strategic Roadmap has been developed by the DCCI Board and Executive team with a focus on respect, integrity, professionalism and collaboration. The purpose of the Roadmap is to:</p> <ul style="list-style-type: none"><li>- promote and stimulate the creative and commercial potential of Irish design and craft</li><li>- work in collaboration with strategic partners in the ongoing development and growth of the sector</li><li>- Lay the groundwork for a long-term strategic plan which further strengthens the position of Irish craft and design on a national and international scale</li></ul> |

### Current composition of the Board:

DCCI has 12 directors on its board; 4 directors, including the Chair, are appointed by the Minister for Business, Enterprise and Innovation and the remaining 8 are elected by DCCI's 55 member organisations made up of Guilds, Associations, Networks and Societies (GANS).

| Board Members Selection               | Name of Board Member |
|---------------------------------------|----------------------|
| Ministerial appointee, Chair          | (Vacant)             |
| Ministerial appointee                 | Paul McKeown         |
| Ministerial appointee                 | Toby Scott           |
| Ministerial appointee & Interim Chair | Andrew Bradley       |
| Elected Member                        | Mary Palmer          |
| Elected Member                        | Rachel Quinn         |
| Elected Member                        | Donagh Quigley       |
| Elected Member                        | Eddie Shanahan       |
| Elected Member                        | Trish Brennan        |
| Elected Member                        | Breda Fox            |
| Elected Member                        | Maeve Murphy         |
| Elected Member                        | Neil Read            |

### Background:

The Crafts Council of Ireland is a company limited by guarantee established under and regulated by the Companies Acts 1963-2013. The objects are set out in the Memorandum and Articles of Association of the Crafts Council of Ireland Limited. The Company is trading as Design & Crafts Council Ireland.

Design & Crafts Council Ireland (DCCI) is headquartered in Kilkenny and was established in 1971. DCCI is the main champion of the design and craft industry in Ireland, fostering its growth and commercial strength, communicating its unique identity and stimulating quality design, innovation and competitiveness. DCCI's vision is that Irish design and craft is recognised and valued worldwide for its excellence in making, innovation and marketing.

DCCI has 3,243 registered client enterprises and it provides a range of programmes and services to enable them to develop and grow. In doing this, DCCI works with many public and private strategic partners such as retailers, colleges, LEADER, Local Enterprise Offices, Tourism Ireland, OPW and others. Our industry is made up of mainly small and micro enterprises dispersed throughout Ireland and Gross Value Added (GVA) is in excess of €500M<sup>1</sup>. The overall design sector accounts for €38bn in exports<sup>2</sup>. Showcase, Ireland's Creative Expo, a significant international annual trade event for the sector. Showcase is a subsidiary company of DCCI.

DCCI's activities are funded by the Department of Jobs, Enterprise and Innovation via Enterprise Ireland. It agrees its three-year strategic priorities with Enterprise Ireland and the Department of Jobs Enterprise and Innovation and has a Service Level Agreement (SLA) with Enterprise Ireland.

### Role of the Chair:

- Lead the Board in its strategic development of DCCI;
- Lead the development of the Board;

<sup>1</sup> *Economic Significance and Potential of the Crafts Sector in Ireland, Indecon Economic Research Consultants, 2010*

<sup>2</sup> *Policy Framework for Design in Enterprise in Ireland, DJEI, 2016*

- Convene and preside at regular and Annual Board meetings;
- Keep abreast of progress of implementation of the annual operating strategy and budget;
- Act as liaison and spokesperson for the Board, with DBEI, the press and other media in co-ordination with the CEO;
- Act in good faith considering the best interest of the company at all times.
- Represent DCCI at various functions;
- Work and collaborate with the CEO to ensure a good two-way flow of information between the Board and the executive management at all times;
- Have a clear vision on sustaining and developing growth in the sector;
- Ensure that the performance of individuals and of the Board as a whole and its committees are evaluated at least once a year and encourage active engagement by all the members of the Board;
- Ensure through the Company Secretary that minutes and records are maintained, distributed and reviewed among Board members in a timely manner.

### **Key Competencies:**

The Chair is a key position and requires certain competencies both to promote the business development of the craft sector as a creator of local and regional employment and to promote the development of the design sector and the utilisation of design in Irish businesses as a source of differentiation, innovation and competitiveness.

### **Essential**

- Leadership of a board of directors through a period of strategic and operational change
- Experience and knowledge of Irish and international business development with good commercial acumen;
- Proven experience in areas of strategy, performance, accountability and people engagement;
- Excellent communication and stakeholder management skills including consensus building and influencing, the ability to develop constructive relationships with all relevant stakeholders and to listen sensitively to the views of others both inside and outside the Board;
- An objective approach to decision making;
- Ability to ensure that the Board guides, challenges and supports the CEO and executive management team to deliver upon the organisation's strategy;
- Understanding and knowledge of the role of a national agency;
- Experience of best practice governance and compliance practices.

### **Desirable**

- That applicants have legal and regulatory skills/experience relevant to an organisation such as Design & Crafts Council Ireland;
- Understanding and appreciation of the role of design in business development and innovation;
- Ecommerce experience;
- Ability to work with other enterprise and educational agencies in the development of the craft and design sectors in Ireland for the benefit of enterprise;

**How to Apply:**

Applications to be made by submitting a Curriculum Vitae and short cover letter or a personal statement which clearly specifies how your particular background and experience meets the requirements of the position as details above.

Please include the names and contact details of two people who can be contacted to provide a reference as to your suitability for the position. Referees will not be contacted without your prior consent.

Applications to be sent by email to [denise.cash@dbei.gov.ie](mailto:denise.cash@dbei.gov.ie) on or before 3pm on Monday, 30<sup>th</sup> November 2020.

**Selection Process:**

An assessment panel will:

- review applications received
- prepare a shortlist of candidates
- check references of shortlisted candidates as required
- submit a final shortlist of suitable candidates for consideration by the Minister

**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, are extracted from computer records for general statistical purposes.