



Appointments to the Board of Sport Ireland

Closing Date: Midnight on 24 November 2015

**State Boards Division
Public Appointments Service
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stateboards.ie operates under the auspices of the Public Appointments Service and is committed to a policy of equal opportunity.

The Public Appointments Service (PAS), established under statute in 2004, provides an independent shared service in recruitment, assessment and selection to organisations across the Civil and Public Services. On 30 September 2014, the Government decided that the PAS should also be given responsibility for putting in place an open, accessible, rigorous and transparent system to support Ministers in making appointments to State Boards. Our dedicated website, www.stateboards.ie, is the channel through which the PAS advertises vacancies on State Boards. It is also the means through which accomplished, experienced and qualified people, including people who might not previously have been identified as available for appointment, can then apply to be considered for particular vacancies.

Membership of State Boards

High standards of corporate governance in all State Agencies, whether in the commercial or non-commercial sphere, are critical to ensuring a positive contribution to the State's overall social and economic development.

Members of State Boards are appointed to act on behalf of the citizen to oversee the running of the affairs of state bodies. State bodies must serve the interests of the taxpayer, pursue value for money in their endeavours (including managing risk appropriately), and act transparently as public entities. Members of State Boards, and the relevant management team, are accountable for the proper management of the organisation.

Board members should act on a fully informed basis, in good faith, with due diligence and care, and in the best interest of the State body, subject to the objectives set by Government.

The Code of Practice for the Governance of State Bodies provides a framework for the application of best practice in corporate governance by both commercial and non-commercial State bodies.

In order to be an effective contributor on a State Board it is recommended that members should:

- bring independent and objective scrutiny to the oversight of the organisation;
- be prepared to be challenging when necessary while being supportive to the delivery of organisational strategy and objectives;
- be equipped to offer considered advice on the basis of sound judgement and experience;
- be prepared to make a time commitment to their work commensurate with their role.

Appointments to the Board of Sport Ireland

Location:	Meetings will be in Dublin
Number of Vacancies:	2
Remuneration:	€7,695 per annum plus travel and subsistence expenses in line with Government guidelines. (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)
Time Requirements:	Approx. 9-10 half-day meetings per annum.

1. Background

Sport Ireland is a new Government Agency established on 1st October 2015. It replaces the Irish Sports Council and the National Sports Campus Development Authority and takes on the functions previously performed by the Council and the Authority. Sport Ireland has responsibility for the development of Irish sport, including responsibility for such matters as:

- the development of strategies relating to participation in sport
- supporting elite athletes in achieving excellence in sport
- facilitating standards of good conduct, fair play and the elimination of doping in sport
- the development of the National Sports Campus at Abbotstown, Blanchardstown
- the management and operation of the National Sports Campus
- the development of guidelines and codes of conduct promoting best practice for the protection of children in sport
- the development of coaches and tutors at all levels in sport

The [Sport Ireland Act 2015](#) is the legislative basis for the body. Sport Ireland's functions are set out in detail in Section 8 of the Sport Ireland Act 2015.

Information on the Irish Sports Council and the National Sports Campus Development Authority, including Annual Reports, is available at the following links to their respective websites; www.irishsportsCouncil.ie and www.nscda.ie

2. Structure and functions of the Board

The Sport Ireland Board is responsible for setting the broad strategy and policies of Sport Ireland. It is responsible for the system of internal financial control and oversight responsibility for the activities of the organisation. The Board delegates to the management and sub-committees the responsibility for the implementation of these policies. Board members are appointed by the Minister for Transport, Tourism and Sport.

The current composition of the Board is:

Name	Appointed	Position type	Basis of appointment
Kieran Mulvey	01/10/2015	Chair	Reappointment from Council / Authority
Bernard Allen	01/10/2015	Member	Reappointment from Council / Authority
Seán Benton	01/10/2015	Member	Reappointment from Council / Authority
Donal Óg Cusack	01/10/2015	Member	Reappointment from Council / Authority
Roy Dooney	01/10/2015	Member	Reappointment from Council / Authority
Mary Dorgan	01/10/2015	Member	Reappointment from Council / Authority
Frances Kavanagh	01/10/2015	Member	Reappointment from Council / Authority
John Maughan	01/10/2015	Member	Reappointment from Council / Authority
Caroline Murphy	01/10/2015	Member	Reappointment from Council / Authority
Patrick O'Connor	01/10/2015	Member	Reappointment from Council / Authority
Liam Sheedy	01/10/2015	Member	Reappointment from Council / Authority

Section 7(2)(1) states that there will be 13 members of the board including the chair. The Act also endorses the idea of an equitable gender distribution.

3. Person specifications

The Minister for Transport, Tourism and Sport invites expressions of interest from suitably qualified candidates for 2 positions on the Board of Sport Ireland.

a. Finance

Candidates for this position must have:

- Extensive professional experience, ideally in a commercial organisation, in the area of accountancy, audit and/or corporate finance, AND
- Experience as a member of an Audit Committee or of having reported to or worked with an Audit Committee, AND/OR
- Proven experience of management/operation of financial systems and the design of business information systems.

In addition to the essential requirements above, it is desirable that candidates have:

- A recognised professional qualification as an accountant
- Previous board experience
- A demonstrable interest in sport

b. Sporting perspective:

Candidates must have significant demonstrable active involvement in sport which would indicate a depth and breadth of knowledge of the challenges facing the sector and demonstrates a substantial contribution and/or track record of achievement in the sector.

In addition, it is desirable that candidates have:

- Previous board / corporate governance experience

For each of the above positions, applicants must also:

- be open minded strategic thinkers, able to bring their own experience to bear on issues under discussion;
- have a commitment to an evidence-based approach, and the capacity to appreciate the implications of complex and multi-faceted evidence;
- have the ability to make important and difficult objective decisions;
- be able to challenge constructively the opinions of others, work to achieve a shared consensus and accept collective responsibility;
- have excellent communication skills and an ability to express themselves clearly and succinctly.

4. Terms of Appointment

Under the Sport Ireland Act, appointments to the Board will be for an initial period of up to 5 years with an option to extend the term of engagement for a second term of up to 5 years, subject to the provisions of section 7(2)(8) of the act and that:

- The membership of any member of the Board may be terminated by the Minister at any time, on the basis of reasons to be stated by the Minister.
- A member of the Board may resign his or her membership of the Board by notice in writing sent or given to the Minister, and the resignation shall take effect on the day on which the Minister receives the notice.
- Members of the Board shall hold office upon such terms and conditions as the Minister may, with the consent of the Minister for Public Expenditure and Reform, from time to time determine.
- The roles and responsibilities of Board members are described in the Code of Practice for the Governance of State Bodies 2009 which is available on the website of the Department of Public Expenditure & Reform ([Code of Practice for the Governance of State Bodies](#)).
- A Board member shall cease to be a member of the Board if he or she is nominated as a member of Seanad Éireann, is elected as a member of either House of the Oireachtas or as a representative in the European Parliament, elected to the European Parliament, or becomes a member of a local authority.

5. Submitting your expression of interest

If you are interested in this position, please review the self-assessment questionnaire which can be found on www.stateboards.ie. Please note that the questionnaire is designed to help you in considering whether to submit an expression of interest - you are not required to submit the questionnaire as part of the application process.

Having considered the general suitability criteria for membership of a State Board, you should consider carefully how your background and experience fits with the specific appointment criteria set out in Section 4 - Person Specification in this booklet.

If you decide that you wish to be considered for appointment, we welcome you submitting your expression of interest via the following link www.stateboards.ie together with your detailed Curriculum Vitae and a cover letter (see Appendix 1 of this booklet for help with the online process).

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 do the following:

- 1. 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, and*
- 2. That you fully answer any supplementary questions which are presented to you as part of our online application process.*

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 this State Board.

6. Assessment Process

An Assessment Panel (the “Panel”) will be convened by PAS to consider and assess the expressions of interest received by the PAS via www.stateboards.ie. The Panel will:

- review and discuss the expressions of interest received against the specific appointment criteria for the role;
- assess potential appointees further, once they meet the specified appointment criteria, by undertaking any or all of the following steps:
 - Consideration of the written applications; and/or
 - Meeting/conference call; and/or
 - Referee checks;
 - Any other selection method deemed appropriate.
- compile a list of people deemed suitable for appointment which will then be sent forward for consideration by the Minister.

If you have any questions regarding the application process please email info@stateboards.ie.

7. Data Protection Acts 1988 & 2003

For further information on Data Protection please follow the [link](#)

The Public Appointments Service thanks you for your interest in State Board appointments

APPENDIX 1

Submitting your expression of interest

In order to submit your application, you should take the following steps:

- i. Go to www.stateboards.ie.
- ii. On the bar at the top of the page click on "Available Appointments".
- iii. This brings you to a page with all our advertised vacancies. Select whichever position you would like to apply for (you are welcome to apply for more than one position if you wish).
- iv. On the relevant page please click on the "apply for position" button at the bottom of the page
- v. This will bring you to a page on www.publicjobs.ie and, if you already have a publicjobs.ie account, will prompt you for your username and password. If you do not have an account you will be asked to create one.
- vi. Once you input your details you will be brought to a page where there is a prompt in the middle of the page which says "apply here". Click on the link to the online application form beside it.
- vii. A form will appear on your screen, some of the text boxes will be populated with information from your publicjobs.ie profile (Name, address etc.). You will need to complete the rest of the fields and enter your name and the date at the bottom of the form. Click on "continue".
- viii. You will then be brought to a screen where you should upload your CV and Cover Letter. These are required documents and your application cannot be processed without them. Once you have selected these and uploaded them, please click on the "submit" button at the bottom of the page.
- ix. You will receive an e-mail confirmation (to the address listed in your publicjobs.ie profile) to confirm that your application has been submitted.

You must 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.