



Job description: Deputy CEO - Policy and Research

Are you passionate about current affairs, politics and European relations? EM Ireland is recruiting for Deputy CEO - Policy and Research. This is a senior position within the organisation, with strategic influence.

Job purpose

Working closely with the board, CEO, and senior leadership team, the Deputy CEO - Policy and Research will be responsible for planning and implementing European Movement (EM) Ireland's policy and research output in line with our strategic plan and mission statement. Working closely with the CEO, you will also have a key role in managing, devising, delivering and reporting on annual workplans and tendered projects. You will engage and develop the organisation's increasing membership, partners and stakeholders, through the provision of training, policy briefings and other supports on a variety of EU and issues. The successful candidate will also be involved in working on other external programmes and campaigns we manage.

We are looking for someone with drive, passion, flexibility and commitment to join our team in a growing EM Ireland at a vital time for Ireland and Europe.

Key objectives and main responsibilities

- Lead and develop EM Ireland's Research and Policy outputs in line with our Strategic Plan & workplans through engagement with EM Ireland's diverse audience and stakeholder base. This will include policy briefings, seminars, presentations, submissions, consultations etc. at a national and international level.
- Monitor, track and communicate political and policy developments at an EU level for an Irish audience.
- Engage with EM Ireland stakeholders in Brussels and elsewhere through our International Network, Brussels Branch and our wider stakeholder base.
- Work closely with the CEO to provide analysis, insights, training and other supports to the organisation's members, partners and stakeholders on Irish and EU affairs.
- Lead the policy team, leverage policy developments and other relevant opportunities to raise public awareness of European and EU issues in Ireland in collaboration with other teams e.g. Comms, Projects etc.
- Develop and nurture key relationships at multiple levels with both internal and external stakeholders, to include EM Ireland Board, members, funders, partners and the wider EM Ireland stakeholder base.
- Provide strong leadership of the organisation and motivate the wider team to deliver on the organisation's mission and vision.

- Engage in media and press as required and appropriate and present at various conferences, seminars and public fora.
- Act as a representative of EM Ireland and in accordance with the objectives, values and ethos of the organisation at all times.
- Undertake other duties as may be reasonably required from time to time commensurate with the seniority of the post.

Person Specification

- Significant and demonstrable experience of at least 7+ years in a public affairs/ policy/ research/ politics/ representation/advocacy role.
- The ideal candidate will also have a detailed and current knowledge and understanding of European affairs, Irish political affairs and the wider policy environment in particular at a European level.
- Excellent written, research, and verbal presentation skills with a well-developed ability to communicate with national and international audiences through different means in a variety of public fora.
- Experience of developing, implementing and reporting on funded projects and programmes and working with funding agencies at a national and EU level.
- General project management with a track record of delivering on objectives with a proven ability to meet deadlines while maintaining accuracy and attention to detail.
- Highly motivated self-starter with the ability to multi-task and manage a varied workload in a fast-paced environment with an appreciation of leading collegiately as a senior leader of a dynamic and committed team.
- Knowledge and appreciation of non-governmental organisations and ideally some experience of leadership in the environment in which they operate.
- Enthusiastic, organised, diplomatic creative thinker and self-starter with excellent interpersonal, influencing and networking skills.
- High integrity.
- Education to honours degree level in a third level institution in a relevant discipline.
- Full driving license and use of car desirable.
- Fluency in an additional European Language welcome.

About us

Founded in 1954, European Movement (EM) Ireland is the longest established Irish NGO working on European affairs. An independent, not-for-profit, membership organisation, EM Ireland works to develop the connection between Ireland and Europe through advocacy campaigns, education programmes, training courses, information briefings and networking events.

Location: This role is primarily based in Dublin 2 at European Movement Ireland offices with travel (nationally and internationally) as required. The Organisation currently operates a hybrid system of 50% onsite attendance over 10 days.

Relationships: Reporting directly to the CEO, the successful candidate will work closely with the board and directly manage a number of staff across a number of teams.

Terms: This is full-time, permanent position. A competitive package reflects the seniority of the post of Deputy CEO of EM Ireland, including a salary of €74,701, commensurate with the starting point of the Assistant Principal Officer salary scale.

To apply: If you are interested in applying for this opportunity, a CV, letter of application and your potential start date should be sent in full confidence by email to our retained Recruitment Consultant, **Rebecca Hoey** via email at Recruitment@RHConsulting-Ireland.com.

Closing date: Applications must be received **by COB, Monday 12th June.**

First round interviews are scheduled to take place the week of 19 June in our Dublin office.

We would like to take this opportunity to thank you for your interest in European Movement Ireland. Whilst we would like to speak to all applicants who apply, only **shortlisted candidates will be contacted in the first instance.**

European Movement Ireland strives to be an Equal Opportunities Employer.

For further information, please visit our website at

www.europeanmovement.ie or our social media at [EMI Linktree](#).