

## **Mercy International Association: Chief Executive Officer** **(<https://www.activelink.ie/node/111397>)**



### **Chief Executive Officer**

**Mercy International Association is seeking to recruit a Chief Executive Officer to provide leadership for and management of the Association and its works.**

**Mercy International Association was established in 1992 with the following aims:**

- to foster unity among the Mercy communities worldwide and to increase awareness and experience of the interdependence of these groups;
- to facilitate collaboration among Mercy communities in addressing root causes of needs and injustices experienced locally but with global causation;
- to encourage and nurture Mercy values and to promote the flourishing of the Mercy charism in services operated in the name of Mercy;
- to restore and maintain the founding House of Mercy, now known as Mercy International Centre (MIC), reopened in 1994 as a place of pilgrimage and research.

### **Title: Chief Executive Officer**

**Reports to:** The Board of Mercy International Association

**Location:** Mercy International Centre, Baggot Street, Dublin, Ireland

**Term:** Three year contract, renewable

The role of the Chief Executive Officer is to provide leadership and inspiration for the implementation of the Association's vision and strategic plan in a global Mercy context. This role seeks to promote unity in diversity, inclusion and respect for our multiple cultures, languages and local realities.

### **Role Components**

#### **Leadership:**

- Oversee the preservation and management of Mercy International Centre;
- Create an environment inspired by Mercy values, where sisters, associates, lay colleagues and volunteers are enabled to work together collaboratively;
- Develop a culture which motivates employees and volunteers and enables them to contribute to the realization of the values, goals and objectives of MIA;
- Develop a culture of continuous improvement throughout all aspects of MIA's work;
- Foster innovation, teamwork and ongoing learning;
- Assume responsibility for the effective delivery of all the functions of MIA and the implementation of the strategic plan as approved by the Board;
- Oversee the work of Heritage and Spirituality, Mercy Global Action and Opening Doors and other functions/projects as they may develop;

## Governance:

- Manage a complex, decentralised environment including responsibility for human resource management, finance, fundraising, communications and public relations;
- Prepare regular reports to the Board regarding all aspects of the Association's goals and objectives;
- Ensure that the Board operates within guidelines regarding charities, privacy regulations, safeguarding and other areas governed by Irish law;
- Fulfill the responsibilities of the CEO outlined in the Corporate Governance Manual;
- Develop a culture of continuous improvement throughout all aspects of MIA's work.
- In conjunction with the Board, create strategic goals and objectives to meet short and long term aspirations;
- Direct the work of MIA in accordance with sound management and governance practices in the context of meeting MIA's policies and accountability standards as they conform to Irish charity legislation;
- Oversee the preparation of budgets and financial plans, ensure that robust tracking mechanisms are in place to achieve thorough oversight of expenditures for Board approval.

## Communications and Relationships:

- Provide leadership in the communication of the Mercy heritage, mission, values and strategic intent while supporting new conversations that explore an evolving Mercy spirituality and understanding of Mercy Global Presence;
- Build and manage close working relationships with the Board;
- Maintain the clear mission and vision for Mercy International Centre to include a communications plan that supports the work of MIA;
- Develop and maintain key internal relationships to include the Board, staff, service users, donors, third party vendors such as legal, finance, HR, insurance, etc;
- Manage all third party relationships e.g. legal, finance, HR, insurance.

## Public Relations, Marketing and Fundraising:

- Promote the symbolic importance of Mercy International Centre as the founding place of Mercy;
- Represent Mercy International in the public forum;
- Actively engage Mercy congregations, associates and partners worldwide in the life of Mercy International Centre as the wellspring of Mercy life;
- Engage with media to promote MIA's mission;
- Use social platforms to promote mission and values and ensure all published materials reflects the values and views of MIA;
- Keep abreast of funding and resourcing opportunities, liaising with potential funders to maintain long term sustainable income streams to ensure continued viability for MIA;
- Implement accountability mechanisms to enable strong oversight of investments.

*These duties are a general guide to the responsibilities of the Chief Executive Officer. They are neither definitive nor restrictive. The CEO may be required to undertake other duties commensurate with the post.*

## Application Procedure

To apply for this position, please email a cover letter outlining your suitability for the role, your Curriculum Vitae and the contact details of two referees, preferably one from your current employer, to [sheilacarneyrsm@gmail.com](mailto:sheilacarneyrsm@gmail.com) (<mailto:sheilacarneyrsm@gmail.com>)

**Applications must be received by 5 p.m. Friday, 1st November 2024**

### Region

Dublin 2

### Date Entered/Updated

8th Oct, 2024

### Expiry Date

1st Nov, 2024

*officer*