

Community Therapy Ireland: Chief Executive Officer (Maternity Cover, Part Time) (<https://www.activelink.ie/node/111794>)



Chief Executive Officer (Maternity Cover Contract, Part-Time)

Position: CEO (Maternity Cover contract)

Hours: Part-time (21 hours per week)

Start Date: January 2025

Duration: 9 months

Reporting to: Community Therapy Ireland Board of Directors

Location: Remote / Flexible

Salary: HSE Grade VII (pro-rata) (June 2024 pay scales)

The Board of Community Therapy Ireland is seeking a passionate, focused, and experienced leader to cover maternity leave for the role of Chief Executive Officer. This is a unique opportunity to join the Community Therapy Ireland team at a critical time in our development.

Community Therapy Ireland (formerly the Association for Agency-Based Counselling and Psychotherapy in Ireland) is undergoing a period of transformative change and development. This role offers an opportunity to contribute to CTI's growth, support our membership, and build relationships with key stakeholders across the sector.

The CEO will work closely with the Board and lead a small team, ensuring the delivery of CTI's overall strategic plan. Responsibilities include overseeing organisational resourcing and fostering the development, engagement, and growth of the organisation.

The KPIs for this role focus on strategy creation, building a sustainable funding strategy and long-term partnerships, and enhancing the organisation's ability to communicate our impact. It must be noted that this job description is not a definitive list of tasks; rather it is designed to give an overview of the job. It is envisaged that the post-holder will use their own initiative and develop the job under guidance so that the organisation's aims are achieved.

If you are an experienced leader ready to make a significant impact on Community Therapy Ireland at a pivotal time, we encourage you to apply for this role.

About Community Therapy Ireland

Community Therapy Ireland is an independent membership organisation representing community therapeutic service providers nationwide. Through our work, our members are enabled to deliver sustainable professional therapeutic services to those who need them, when they need them, where they need them.

Community Therapy Ireland is a strategic partner of Tusla, a member of the Tusla Commissioning Advisory Group and the Coalition of Tusla Funded Organisations. We are a governing member of Mental Health Reform and The Wheel. Community Therapy Ireland is a company limited by guarantee and a registered charity.

You can find further information about Community Therapy Ireland here.

Main responsibilities:

Leadership

- Work with the Board to grow and sustain Community Therapy Ireland as a national body.
- In conjunction with the Board, lead on the implementation of CTI's strategic plan.

- Support CTI's membership and oversee CTI's membership structure.
- Manage effective lobbying and advocacy campaigns to achieve the objectives of CTI.
- Maintain and establish relationships on key fora and networks.

Management and financial oversight

- Develop and oversee the implementation of the annual operational plan and budget.
- Oversee the prudent fiscal management of CTI's operational budget and fulfilment of the organisation's accounting policies.
- Lead the development of CTI's fundraising strategy.
- Grow and maintain relationships existing funders.
- Grow and diversify funding, in line with fundraising strategy, to enhance the organisation's communications, brand awareness, membership and clinical activities.
- Foster a collaborative and consultative approach to fundraising, involving staff and board members in grants, corporate charity partnerships, and other earned income activities.
- Monitor and report on progress accurately and on a timely basis at Board meetings.
- Prepare the agenda and board papers for Board meetings.
- Ensure regulatory and funder contractual requirements are fulfilled, including fulfilment of the Charities Regulator's governance code.
- Oversee externally contracted resources in line with good practice and legal requirements.
- Manage staff and support their professional development.
- Communicate, motivate and develop staff through regular performance reviews including annual reviews and involvement in target setting.
- Ensuring that adequate policies, procedures and training are in place throughout CTI.

Developing and strengthening partnerships

- Develop and maintain CTI's network of contacts to inform and increase the impact of CTI's work.
- Ensure CTI consults regularly with members, allied organisations and other relevant actors in order to stay current on emerging issues and to ensure research, policy and advocacy agendas are responsive.
- Oversee the development of all communications, promotional materials, social media and website content and ensure brand guidelines are adhered to.
- Represent CTI in relevant fora, meetings, groups and at public events.

Key Skills and Experience

Essential:

- Track record of successful leadership and management including programmes, people, resources and financial management.
- Proven record of implementing and delivering on strategic vision and goals of an organisation.
- Proven experience in fundraising, grant writing, and income generation in the charity or non-profit sector.
- Demonstrable success in securing significant funding from grants, trusts, foundations, or corporate partnerships.
- Strong research skills with the ability to identify new funding opportunities.
- Excellent written and verbal communication skills, with the ability to produce persuasive and engaging funding proposals.
- Proven ability to engage with a range of audiences and to build effective relationships.
- Proven capacity for innovation, strategic thinking and decision making.
- Strong analytical skills, sound judgement and the capacity to work within a small team to deliver results.
- Commitment to the vision and values of CTI with the passion and ability to mobilise members and supporters at local and national level.

Desirable:

- Knowledge of the policy environment in health, social change or related areas.
- Experience in and familiarity with the community and voluntary sector in Ireland.
- Experience in and familiarity with community therapy services and the non-profit mental health sector.

Education:

- Bachelor's degree or equivalent experience in fundraising, business, nonprofit management, or related field.

Application Process

Please email your CV and letter of application, outlining your suitability for the role to hello@communitytherapy.ie (<mailto:hello@communitytherapy.ie>) using “**CEO (Maternity Cover Contract, Part-time)**” as the subject of your email.

Please note that shortlisting will be in progress throughout the period that the vacancy is live, so you may be called for interview and/or the vacancy may be filled before the closing date.

If you would like more information or would like to talk to someone about this role, please contact us by email at hello@communitytherapy.ie (<mailto:hello@communitytherapy.ie>).

Closing Date: **5 pm on Friday, November 29th, 2024.**

Region

Remote / Flexible

Date Entered/Updated

29th Oct, 2024

Expiry Date

29th Nov, 2024

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