

## **Kilkenny Volunteer Centre: Member of the Board of Directors – Business Development (<https://www.activelink.ie/node/114202>)**



### **Role Title: Member of the Board of Directors – Business Development**

**Accountable to: Chairperson and Board of Directors**

**Status: Unpaid voluntary role, 3-year term (to be confirmed)**

Membership on the board of the Kilkenny Volunteer Centre (KVC) is an exciting opportunity to govern and oversee a dynamic non-profit organisation in Co Kilkenny.

We are keen to see representation on the board from the local corporate / business sector and we actively encourage county-wide representation and gender balance.

We value diversity and welcome applications from people from all sections of the community irrespective of race, ethnicity, age, disability, gender, gender identity, sexual orientation, religion or belief.

### **Summary of role**

Kilkenny Volunteer Centre is seeking to recruit a new member of the board of directors with a focus on business development and income generation. The role involves playing an active role in the organisation's governance and strategic direction, while taking a leading role on business development and income generation.

By income generation, we mean primarily applications for funding from e.g. foundations, Pobal, grant-making bodies etc. as well as exploring funding and sponsorship from the private sector.

### **Role description**

**Every board member has the following responsibilities:**

- Commitment to the development of the KVC and support for its vision, mission, values and objectives – which the board members will be responsible for setting
- Shaping the strategy of KVC
- Acting in the interests of KVC at all time in relation to assets, property, statutory obligations and management requirements
- Where necessary deciding on strategic actions required to achieve KVC's objectives, ensuring that all activities are consistent with the organisation's vision and core values
- Ensuring KVC complies with relevant legal requirements
- Promoting prudent and effective management of organisational resources (financial and human)
- Developing and monitoring effective risk management strategies for KVC
- Developing and monitoring internal systems that are transparent and accountable to stakeholders
- Formally registering all conflicts of interest or loyalty with the board
- At all times, acting with integrity and upholding the interests of the organisation
- Championing KVC
- Promoting the reputation of KVC and not bringing the reputation of the organisation into disrepute

## **Additional duties specific to the Business Development role:**

- Providing general expertise and advice on all matters relating to business development and income generation
- Supporting the Volunteer Centre Manager to develop and grow the organisation's funding streams
- Taking an active role in relevant sub-committees established by the board

## **Person specification**

The successful candidate will have professional experience and competence as well as a successful track record of strategic leadership and business development.

## **Essential Experience, Skills and Personal Qualities:**

- Minimum 5 years' professional experience in a business development / income generation role
- Creativity and ability to come up with fresh ideas and solutions to challenges
- Strong business acumen
- Experience of strategic planning and service development
- An enquiring mind, with the confidence to challenge constructively
- Understanding of the community and voluntary sector landscape in County Kilkenny
- Recognition of the importance of supporting collective decisions
- Strong communication and listening skills
- Strong interpersonal skills
- Commitment to the vision and mission of KVC

## **Desirable Experience, Skills and Personal Qualities:**

- Experience writing grants and funding applications and / or securing sponsorship
- Board level experience in the non-profit sector
- Knowledge of the 2014 Companies Act
- Knowledge of the 2009 Charities Act

## **Time requirement**

Approximately 10 hours per year for board meetings with additional time required to read papers and prepare in advance of each meeting, plus involvement in sub-committees and advisory roles. Some weeks there will be no time commitment, on other weeks, 1 – 2 hours may be asked of members.

## **Training**

Kilkenny Volunteer Centre has a budget set aside for board trustee training, and we encourage all board members to undertake training as part of their role. Training needs will be identified on an ad hoc basis, and also through a board review process.

## **Apply**

To apply, please send a copy of your CV and a brief cover letter outlining your suitability and motivation for applying to [salena@volunteerkilkenny.ie](mailto:salena@volunteerkilkenny.ie) (mailto:salena@volunteerkilkenny.ie). Please state "Kilkenny Volunteer Centre Board Vacancy – Business Development" in the subject line of your email. The deadline for applications is 31st March 2025.

### **Region**

Kilkenny

### **Date Entered/Updated**

4th Mar, 2025

### **Expiry Date**

31st Mar, 2025

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