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## Chief Executive Officer

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### The Organisation

Rowing Ireland (RI) is the national governing body for the sport of rowing in Ireland and Northern Ireland. The organisation's remit spans both jurisdictions and ranges from competitive rowing in Olympic style boats and coastal and off-shore boats, to touring and recreational rowing. Rowing Ireland's role is to lead and encourage interest and participation in rowing for people of all ages and abilities and to promote excellence in competitive high performance rowing.

RI is a company limited by guarantee (Irish Amateur Rowing Union CLG) with a non-executive Board elected by member clubs. There are currently around 3,500 members registered with RI clubs, and growing. RI's annual funding derives primarily from Sport Ireland and Sport NI grants with core funding related to numbers participating and high performance funding based on potential for Olympic placement; there are also small revenues from other sources.

Much of the work of RI is done by volunteers in the clubs and on RI committees and working groups, some of which report to the CEO and some to the Board. There is a small Finance / Communication / Administration staff based in the National Rowing Centre (NRC) in Farran Woods, near Coachford, Co Cork, along with the High Performance (HP) Director and HP coaches, plus regional and development coaches located around the country, including a Coach Education Officer and Women's Development Officer.

### The Role

The successful candidate will be accountable to the Board of Rowing Ireland, reporting directly to the President.

### Leadership / Strategic Planning

- Provide leadership to develop and continually reinforce Rowing Ireland's vision, mission and values across all rowing disciplines.
- Deliver the goals and targets outlined in the Strategic Plan 2018-2020.
- Manage and develop the relationships with key stakeholders in both jurisdictions to ensure that Rowing Ireland obtains the input and support needed.
- Increase participation in rowing across all demographics, both in competitive and recreational activities, especially amongst young people.
- Develop initiatives to help clubs adopt best practice in relation to planning, policies, and processes.
- Formulate policy and planning recommendations for Board consideration.

### Operational Management

- Promote a work environment that recruits, retains, and supports staff, athletes, and volunteers. Ensure appropriate operational policies and procedures are developed, implemented, and maintained.
- Ensure compliance with Rowing Ireland Procedures and Policies.
- Support the High Performance program, coaches and athletes.

### Finance, Governance and Risk Management

- Manage Rowing Ireland finances in a prudent manner in line with Board oversight.
- Ensure appropriate financial and risk management controls are in place.
- Present the Annual Budget for Board approval.
- Oversee the preparation of quarterly management accounts.
- Ensure Rowing Ireland continues to apply best practice in all Governance matters.
- Ensure risk management systems and policies are appropriate, current and applied.
- Ensure the successful operation of Board Committees in line with Board Terms of Reference.
- Review and ensure appropriate governance policies are in place and that these are regularly reviewed by the Board.

### Marketing, Stakeholder Management and Communications

- Reduce reliance on government funding through the identification, development and exploitation of alternative sources of income including, but not limited to: philanthropy, sponsorship, advertising, events, merchandising, etc.
- Develop and manage sponsor and media relationships and develop marketing strategies to drive sponsorship and sport awareness.

- Build close relationships with clubs and assist them in quantifiable ways to help clubs grow and prosper.
- Act as the point of contact for Anti-Doping matters.

### Key Performance Indicators

The Board will agree KPIs with the CEO relating to achievement against:

- defined strategic, participation and governance objectives
- defined funding objectives (grants, philanthropy, sponsorship, commercial and other revenues)
- delivery against budget for core and high performance function

### The Candidate

It is expected that candidates will be able to demonstrate:

- Relevant qualifications, financial management, and management experience;
- Excellent interpersonal and communications skills with persuasive influencing and negotiation skills;
- Ability to analyse data and find innovative and straightforward solutions;
- Experience of developing and maintaining effective strategic partnerships with key stakeholders, successfully influencing stakeholders and identifying issues which will impact the organisation;
- Proven ability to successfully implement and execute programmes and drive performance;
- Demonstrate leadership ability including proactive development, motivation and engagement of staff.
- Ability to inspire volunteers, create team cohesion, and help volunteers understand how their work contributes to end goals.

### Additional Information

The role is currently based at the National Rowing Centre in Cork but alternative locations such as the Sport Ireland Dublin campus may be an option. A considerable amount of national and some international travel is a feature of the role, as well as weekend and out of hours working.

This is a fixed term contract for three years with a probation period of six months. An attractive total reward remuneration package commensurate with the size and funding of the organisation will be offered to the preferred candidate.

### Applications

Please submit a CV with a covering letter explaining how you are qualified for this role, to [president@rowingireland.ie](mailto:president@rowingireland.ie) by 5.00 pm GMT on March 12, 2018.

Rowing Ireland is an equal opportunities employer.