



## **Director of Participation**

### **Assistant Principal**

#### **Job Purpose**

This is a key leadership role to assist the Director of Participation, Ethics, Integrity and Research in ensuring that Sport Ireland acts authoritatively and strategically as the expert public agency in leading, developing and promoting sports participation in Ireland. A key deliverable for the role holder will be to oversee the ongoing implementation and monitoring of the Participation Plan, focusing on Local Sports Partnerships. The role also currently involves leading out on the strategic delivery of the Outdoors Policy and the Cross Collaboration work in Sport Ireland.

**Reporting to:** Director of Participation, Ethics, Integrity and Research

#### **Key Duties and Responsibilities**

- Lead, develop, and support the Local Sports Partnership, the Cross Collaboration and Outdoor sections in the Participation unit.
- Oversee the ongoing implementation and monitoring of the Participation Plan and the Sport Ireland Outdoor Policy.
- Ensure, through ongoing review, the efficient organisation of the Participation Unit relative to its roles, responsibilities and impact.
- Lead on the development of the Local Sports Plans, as well as the Volunteer Strategy.
- Lead and manage the strategic development of the LSP network, in line with Sport Ireland's Strategic priorities.
- Ensure that Sport Ireland is positioned as the expert agency to lead, develop and promote participation in sport in Ireland.
- Promote policy links and strategic actions in areas of crossover between the work of Sport Ireland and that of other Government departments and agencies.
- Lead and oversee the administration of Core Grant, Dormant Account and Healthy Ireland funding and payments to specific programmes, ensuring adherence to established financial procedures and the terms and conditions of the programmes.
- Collaborate with the SI Research Unit to ensure the monitoring and evaluation of the LSP network and national participation programmes, including Performance Evaluations.



- Collaborate with the Governance, OD and Change Units to ensure the development and implementation of good governance standards within LSPs.
- Collaborate with SI Marketing and Comms Unit on public communications to promote sport participation in Ireland.
- Develop annual budgets and corporate plans in line with Sport Ireland objectives in collaboration with the senior management team.
- Collaborate with the Director of Participation, Ethics Integrity and Research in the routine planned delegation of specific responsibilities and tasks.
- Contribute to the senior management team to ensure the most effective possible leadership, management and communication of the business of Sport Ireland in achieving its objectives.
- Lead well-motivated and focused teams to service the priorities of Sport Ireland.
- Undertake other responsibilities as agreed from time to time with the Director of Participation Ethics Integrity and Research Director.

**Person Specification:**

**Essential Skills, Qualifications and Experience:**

- Must have a minimum of a primary degree.
- Must have a minimum of five years' experience at a senior management level in sports participation, strategy development, and implementation. At least three should be within an organisation operating at a national level.
- Must have a sound understanding of sports participation, strategy development, implementation, evaluation and monitoring.
- Must have the ability to operate effectively at strategic and policy levels and contribute analytical depth to Sport Ireland's strategy and policies.
- Must have a sound understanding of sport (policy, provision and practice) and the local and national infrastructures that influence sport.
- Must have a proven track record in building and developing partnerships and alliances with a range of stakeholders.
- Must be capable of influencing and negotiating at all levels, internally within an organisation and externally with key external stakeholders.
- Must have the ability to express complex issues clearly.



- Must have well-developed skills in listening, verbal and written communication.
- Must have excellent people management skills evidenced through the ability to lead and motivate teams effectively.
- Must have a proven ability to develop and implement strategies that deliver tangible outcomes.
- Must have excellent abilities in general management.

**Desirable Skills, Qualifications and Experience:**

- A post-graduate or professional qualification in a relevant area, including governance.

**Additional Information:**

**Contract:** Full Time, Permanent.

**Salary Scale:** Assistant Principal Officer Standard Scale. The appointment will be made on this scale at a point in line with the current Government Pay Policy. New entrants to the public sector commence on the first point of scale.

**Location:** Sport Ireland, Sport Ireland Campus, Snugborough Road, Blanchardstown, D15.

If you would like to apply for this position, please send your CV in confidence to [sportirelandjobs@orangerecruitment.ie](mailto:sportirelandjobs@orangerecruitment.ie) . Closing date for applications is Monday 20<sup>th</sup> October 2025, 5pm.

Sport Ireland is committed to fostering an inclusive workplace which values and benefits from the diversity of the workforce. Sport Ireland is an equal opportunity employer of all qualified individuals. We actively welcome applications from people from all backgrounds and do not discriminate based on any protected groups. If you require reasonable accommodation for the interview, please let us know and we will do our best to assist.

Sport Ireland is a Great Place to Work® Ireland.

