*“Providing welcoming and successful welfare & support services to the Irish Community across South London.”*

**Director**  
**Bexleyheath, South London**

***“People make a community”***

We offer culturally sensitive services to Irish people in the community who are often reluctant or unable to access the services of other larger organisations or statutory services.

​

We recognise and celebrate the importance of belonging to the wider Irish Community. We all share a special cultural identity, history, experiences and sense of humour! This shared Irish heritage informs everything we do, how we work and how we communicate and is a vital ingredient in our success.

​

Our services also depend on the commitment and generosity of a team of trained volunteers, who help us deliver a vital network of support and care in our local communities.

**The role – Director, Irish Community Services**  
  
Irish Community Services is a long established charity serving the needs of the Irish community in south east London. It has been fortunate to have been managed and led by an exceptional individual who is retiring after 15 years in the role. We are seeking a new Director to take up the post from January 2020.

We seek to hire someone who can not only manage a team and be a spokesperson and figurehead for the community but someone who lead by example, taking on all tasks from sitting on high profile political panels to providing service with a smile at community coffee mornings.

The person the Trustees expect to appoint will have worked or be operating at a senior level. They will have experience of managing staff, fundraising, compliance and accountability with experience of reporting to a Board of Trustees or equivalent level of governance in their current or previous roles being highly beneficial.

At its core, this position is about the person and the difference they will make to the charity, our teams and the wider community. This role is perfect for someone who wants to not only make a difference but drive this through positive actions.

**Responsibilities**

The successful candidate will require excellent personal and people management skills, be self-motivated, and possessed of integrity and credibility.

We are hiring for the future and growth of the Irish Community Services. We are seeking to appoint a manager who is also a leader – someone with vision who can drive developments in the organisation over the coming years.

**Responsibilities will include:**

* Managing a team of community focussed staff in a hands-on, capacity
* Acting as a spokesperson and figurehead for the Irish community throughout South London
* Creating, instigating, leading and marketing charitable initiatives and fund-raising events
* Managing, directing and implementing changes in practices, procedures and organisational structure
* Working effectively and symbiotically with the board of trustees and directors
* Acting as an influencer with a good track record of identifying key partners and building and sustaining relationships with those operating at the most senior levels across public, private and third-party sectors.
* Acting as an ambassador for the Irish Community and Irish Community Services at public events both as a speaker and chairing panels
* Developing and selling the vision and message of the Irish Community Services team

**How to stand out**

The Irish Community Services Team believe in and are driven by Passion, Community, Collaboration and Charity. Candidates should possess:

* Significant experience of being a Director or at senior management
* Proven track record of building financial sustainability through effective financial management, income generation and business developments
* Be financially literate able to think strategically, produce and analyses budget and forecast to aid decision making
* Record of maintaining and building on an organisation’s external position
* Proven track record in selling a vision and mission and persuading a wide range of stake holders to subscribe to that belief
* An experienced, dynamic and motivating presenter and public speaker

If you are interested in this position please send a CV with a covering letter and we will send you further information about the role should we consider you may be the person we are looking for.

Correspondence should be addressed to the Chair, Irish Community Services, The Irish Centre, 2B Devonshire Road, Bexleyheath, DA6 8DS or by email to [director@irishcommunityservices.org.uk](mailto:director@irishcommunityservices.org.uk) and be received before the 31st October 2019. Interviews will be scheduled in November.