

Chief Executive Officer iScoil

Role Description

iScoil

iScoil is an online learning service that offers learning opportunities and accreditation to young people aged 13-16 years who are not in mainstream education. Students are referred to iScoil from TUSLA – The Education Welfare Service. Since 2009 with the support of the Presentation Sisters, iScoil has been to the fore in designing and implementing a range of innovative learner-centred programmes informed by research and evidence-based good practice.

We believe that with improved internet connectivity and learning tools, there is a real opportunity to redesign approaches to learning. To date, iScoil has pioneered new approaches to digital learning content, teaching approaches and assessment and the Board of Directors is keen to continue this ethos of development into the future.

Please go to our website for more information: www.iscoil.ie

Responsible to: The iScoil Chair and Board

Primary Purpose and General Duties

The Chief Executive Officer (CEO) is responsible for providing leadership towards the realisation of iScoil's mission and goals. Working closely with the Board, the CEO is responsible for the development of the organisation's strategic and operational plans and policies and for leading their implementation.

The CEO is key in the promotion of the mission, aims and values of the organisation and is responsible for driving iScoil's funding strategy, building relationships with statutory, philanthropic and other stakeholders.

Background and Context:

To date, iScoil has pioneered new approaches to digital learning content, teaching approaches and assessment procedures and the Board is keen to further develop these into the future.

With the skills and experience outlined below the CEO of iScoil should have:

- a deep understanding of online learning and, in particular, what role teachers, learners and others should play in this evolving model of learning.
- an appreciation of the complexities of online learning, with experience of implementing such solutions in the past.
- a deep understanding of issues relating to early school leaving and educational disadvantage.
- a strong interest in designing and implementing learning approaches that will continue to meet the needs of our learners now and in the future.

In addition, the new CEO should be familiar with recent policy developments that could be relevant to iScoil. The new CEO will be expected to develop close links with government departments and statutory bodies and to attract additional funding.

Duties and Responsibilities

Management

- Lead the iScoil team in a visionary and ethical manner fostering a strong work ethic and a motivated team.
- Agree operational goals with staff and provide feedback and support on performance.
- Oversee staffing, recruitment and other actions, as appropriate.
- Manage and control general administration and business of the organisation ensuring economy and efficiency in the use of resources.
- Develop company operational procedures, policies and standards.

Strategic Leadership

- Lead the development and implementation of strategic plans as approved by the Board
- Ensure that the Board has timely and accurate information on the organisation's performance
- Build the financial sustainability of iScoil as it grows and scales up over the coming years.
- Work with the Board to ensure that the organisation's statutory and regulatory duties are observed.
- Oversee the financial controls to ensure the delivery of quality financial reporting and effective cost control.
- Ensure the effective management of employee relations, ensure compliance with employment and equality legislation and accepted good practice.
- Assist the Board in the development of good governing and management practice.

Person Specification

Qualifications:

- Relevant third level qualification preferably to post-graduate level

Experience and Competencies:

- Previous experience in a leadership role for a minimum of three years
- Strong strategic acumen with a proven ability to work with and lead a multi-disciplinary team
- Strong communication, interpersonal and presentation skills
- Experience working in the community/voluntary sector
- Proven ability to develop and apply creative solutions
- Knowledge and experience relating to educational disadvantage
- Ability to build relationships with key stakeholders
- A commitment to quality and organisational excellence
- Effective organisational and planning skills
- Commitment to the ethos and culture of iScoil
- Proven ability to attract funding and support from a range of stakeholders
- Ability to present and communicate key ideas in a range of settings
- Ability to represent iScoil in a professional manner

Terms and Conditions:

Tenure: Permanent and Full Time subject to funding

Location: The position will be based in Acorn Centre, Dublin 8.

Applications by CV and cover letter to recruitment@iscoil.ie

Deadline: 12th February 5pm

Interviews will take place on week beginning Monday 5th March.