Design & Crafts Council Ireland January 2025





CANDIDATE BRIEFING DOCUMENT FOR THE POSITION OF CHIEF EXECUTIVE OFFICER.





Local knowledge. Global access.

THE ORGANISATION

THE DESIGN & CRAFTS COUNCIL IRELAND (DCCI)

Established in 1971 and since 2015 trading as The Design & Crafts Council Ireland (DCCI), is The National Agency for Design and Craft in Ireland. It supports designers and makers in developing their businesses in a sustainable way, and advocates for the societal benefits of Design and Craft.

DCCI's activities are funded by the Department of Enterprise, Trade and Employment through Enterprise Ireland. DCCI has laid out its strategy for the years 2022 to 2026 and it encompasses the following key pillars:

- Building capability and capacity to deliver resilient growth
- Championing Design and Crafts across Ireland
 and internationally
- Leading and demonstrating sustainability
- Delivering a future-proof Council

DCCI provides practical supports to emerging and established designers and craftspeople through a range of programmes and services. DCCI has 66 member organisations and 3,600 registered client enterprises. DCCI's Executive Team is responsible and accountable for the leadership and day-to-day management and operation of the organisation. The team acts within the approved policies of the DCCI Board of Directors (Board) and is consistent with the priorities of its clients. The Executive Team comprises the CEO and heads of department. The heads of department report directly to the CEO and provide regular updates to the DCCI Board on the work of the organisation. The CEO reports to the DCCI Chair and Board. DCCI's office and the DCCI National Design & Craft Gallery are located in Castle Yard, Kilkenny with twenty four full-time employees. DCCI Academy buildings are located in Thomastown, County Kilkenny.

DCCl focuses on promoting and communicating the quality and diversity of the work of Irish designers and makers, both at home and overseas, and raises awareness of the significant contribution our sector makes to Ireland's economy, culture and tourism. The DCCl works with Government and multiple stakeholders to realise its objectives.





Chief Executive Officer

THE ORGANISATION

The Design and Crafts Council Ireland (DCCI) is the lead agency and champion of the Design and Craft sector in Ireland, representing all disciplines and practitioners. Its objectives are to foster the growth and commercial strength of the Design and Craft sector, communicate its unique identity and stimulate quality Design and competitiveness. Based in Kilkenny, DCCI has 66 member organisations and represents 3,600 registered Craft enterprises. To continue its development, the Board of DCCI are seeking a dynamic, committed and experienced person to be its next Chief Executive Officer (CEO). As CEO of DCCI, the person appointed will work with the Board and executive team to lead and manage the delivery of its strategic priorities and goals.

THE ROLE

Reporting to the DCCI Chair and Board of Directors the CEO will provide strategic leadership to the Agency and will ensure that it delivers effectively in all areas of its mandate including statutory, operational performance, financial, and governance. At the core of the CEO's remit is to drive the performance and commercial potential of the Irish Design and Craft sector in measurable and visible ways. The CEO will represent DCCI with members, in the public arena and with key stakeholders and influencers. S/he will bring personal energy and commitment to drive and enhance DCCI's reputation as The Authority for the Design and Craft sector in Ireland.

The successful candidate will have:

- Senior executive-level experience and strong business acumen which demonstrates the necessary vision, leadership and operational skills to deliver all aspects of DCCI's mandate and strategic remit.
- Demonstrable knowledge of and passion for the Irish Design and Craft sector and marketplace, including economic and business affairs, as well as political, social, and cultural matters is desirable.
- Prudent judgement and integrity with an ability to make sound decisions in a complex and dynamic environment.
- The resilience, determination and diplomacy required to make an impact and to gain the respect and support of the multiple stakeholder entities across the Irish Design and Craft sector
- The ability to promote and apply the necessary rigour to achieve the highest standards of corporate governance and financial oversight.

Remuneration for this role will be in line with public sector policy and will reflect the seniority of the post.

To Apply:

Lansdowne Executive Search has been retained by DCCI to manage this recruitment process. Further information, including details on how to apply is available on <u>www.dcci.ie</u> If you feel you would benefit from a confidential discussion about this opportunity, please contact: Seán McDonagh, Partner, Lansdowne Executive Search. Email: <u>sean.mcdonagh@lansdownesearch.ie</u> For a confidential discussion, please contact Seán at +353 (0)87 796 1062. **Closing date for receipt of applications is Wednesday 5th March 2025.** Candidates for this role will be sourced through both advertising and executive search processes.

Design & Crafts Council Ireland is an equal opportunities employer.



Together with Horton International

Lansdowne Executive Search Limited, Hamilton House, 28 Fitzwilliam Place, Dublin 2, D02 P283, Ireland.

THE ROLE

| Post Title: | Chief Executive Officer |
|-------------|-------------------------|
| Company: | DCCI |
| Location: | Kilkenny / Dublin |
| Website: | www.dcci.ie |

CHIEF EXECUTIVE OFFICER

Reporting to the Chair and Board of Directors, the Chief Executive (CEO) leads and manages the Design & Crafts Council Ireland, communicating and implementing the organisation's vision, mission and overall direction.

In particular, the CEO reports to the Board on the performance of the business consistent with agreed plans, strategies and policies. The CEO is responsible for promoting and conducting the organisation's affairs with the highest standards of integrity, probity and corporate governance.

The CEO has executive responsibility for DCCI's operations, compliance and performance. The CEO is the public face of the organisation, meeting and networking and seeking new opportunities within and outside the sector. To this end the role is both entrepreneurial and managerial. At the core of the CEO's remit is to drive the development and commercial performance of the Irish Design & Craft sector in measurable and visible ways.

DCCI operates in a very dynamic and challenging marketplace, with many demands on resources and potential opportunities to consider. As the organisation approaches the launch of its new five-year strategy in 2026, this is a highly opportune time for the right individual to lead the Council in this next exciting phase of its development and delivery. The Design and Craft sector has a strong regional footprint and DCCI firmly believes that this dynamic sector has the ability to generate quality, sustainable employment throughout the country, building on the rise of creative and contemporary products designed and made in Ireland. In addition, there is an increased interest in the Design and Craft sector by indigenous enterprise, state agencies and Government. The new CEO will lead the organisation to meet this positive interest with decisive actions to ensure the Design and Craft community benefits as a whole. This outstanding opportunity will suit someone looking for purpose and meaning in their career. The role offers the successful candidate the opportunity to make a positive difference and to contribute to the development of a dynamic sector.



KEY RESPONSIBILITIES

- Report to the Chair and the Board.
- Provide strategic direction and thought leadership.
- Drive and enhance the DCCI's reputation as The Authority for the Design & Craft sector in Ireland.
- Drive the performance of the Design & Craft sector delivering to agreed KPIs.
- Lead the management and staff provide clear leadership and direction to the senior management team and maintain a positive operational climate.
- Represent DCCI with members, in the public arena and with key stakeholders and influencers.
- Work with the Board to identify key priorities and lead the implementation of the strategic plan.
- Regularly review the organisation's operational performance and strategic direction to inform recommendations on changes to the Board.
- Maintain ongoing dialogue with the Chair and members of the executive team on issues facing the organisation and propose agendas to reflect them.
- Build and maintain a good working relationship with the Department of Enterprise, Trade & Employment, Enterprise Ireland and other Government Departments, particularly in relation to compliance with public financial procedures and the Code of Practice for the Governance of State Bodies.
- Liaise effectively with Government and all key stakeholders and champion the integration of design thinking into Government policy and all aspects of Irish society.
- Liaise with relevant international bodies and represent DCCI in the international arena.
- Provide support to the Chair and the Board in the development and implementation of effective corporate governance.

SKILLSET

Leadership

- Collaborate with the Chair and Board in developing a strategic vision for DCCI and evolve this over time.
- Implement this vision, typically requiring strong change management and organisational transformational skills.
- Collaborative leadership style, with a track record of developing and maintaining positive relationships and an ability to lead multi-disciplinary teams in the achievement of common goals and manage complex relationships representing different interests and perspectives.
- Engage and manage key stakeholders across a range of environments.
- Excellent interpersonal, influencing, lobbying and networking skills.
- Confident and skilled communicator with an inclusive style.
- Emotionally intelligent individual, who can manage a highly diverse group effectively.
- Develop a culture of transparency and empathy.



Experience

- A strong leadership and management track record in either public or private sector and a credible leader and representative, nationally and internationally.
- A track record of delivering tangible results which demonstrates commercial acumen and sound business judgment.
- Senior leadership position within an organisation with many stakeholders.
- The necessary personal qualities, professionalism, integrity, qualifications and background to comprehend fully the nature of the business.
- Experience working with a Board and conversant with corporate governance requirements.
- Capacity to impact policy and effect strategic change.
- Proven ability to develop sustainable, mutually beneficial and trusting relationships at senior level in key stakeholder organisations.
- Experience of engaging with government departments and state agencies.
- Experience of achieving success in an international context.

DCCI IS LOOKING FOR:

- **Champion:** With an appreciation of Design and Craft process and practices and a passion for the advancement of the sector.
- Leader: Who will foster a culture of collaboration and inclusiveness based on lived values of mutual respect, tolerance and trust.
- **Strategist:** Who will develop and deliver on high level strategic objectives to maximise the potential of all involved in the Design and Craft sector on the Island of Ireland.
- **Business Manager:** Who is rigorous, organised and methodical.
- **Communicator:** Who will lead in building consensus and support around the key objectives of the DCCI.
- **Project Manager:** Who has a history of successful delivery on core Projects and Programmes.
- **Collaborator:** Who will build and lead a cohesive Team.
- Advocate: Who is passionate about the sector and will bring high levels of energy and enthusiasm to the role.





RECRUITMENT PROCESS

DCCI has engaged Lansdowne Executive Search to manage the recruitment process for this position. Candidates for this role will be sought via two channels: (a) Lansdowne Executive Search's own search activities (b) Online Advertising on selected Industry Websites (c) Print Advertising.

All applicants to this position will receive an acknowledgement of their application and all will be assessed based on the criteria specified for the role. Applications will be via email only. No original certificates or references should be submitted as any part of an application. Following the completion of the advertising, search and screening processes, a short-listing process will be utilised based on the information supplied on the completed C.V. and Letter of Application.

The number of applications received for a position generally exceeds that required to fill the position. While a candidate may meet the eligibility requirements of the competition, if the numbers applying for the position are such that it would not be practical to interview everyone, DCCI may decide that a smaller number will be called to interview. In this respect, DCCI provide for the employment of a short-listing process to select a group for interview who, based on an examination of the application documents, appear to be the most suitable for the position. An expert board will examine the application documents against a pre-determined criteria based on the requirements of the position.

This is not to suggest that other candidates are necessarily unsuitable or incapable of undertaking the job, rather that there are some candidates, who based on their application, appear to be better qualified and/or have more relevant experience. **It is therefore in your own interest to provide a detailed and accurate account of your qualifications and experience in your application**.

Candidates selected from the short-listing process will be invited to participate in a two stage competency-based interview process where they may be asked to prepare a presentation in response to a possible case study or proposed business scenario.

As appropriate, shortlisted candidates may be required to undertake psychometric assessment. **Any offer made** to an appointable candidate will be subject to the successful completion of a medical and satisfactory references being received.



CANDIDATE INTERVIEWS

The interviews for this post are targeted to be held in April 2025. (Please see Recruitment Process Timetable below). Video conferencing software may be used in the interview process. Interviews will be semi-structured in format, with candidates undertaking a competency based interview where they will be expected to provide examples of the competencies for the role. We will endeavour to give as much notice as possible of interview dates.

Candidates who do not attend for interview as scheduled, or who do not furnish such evidence as required in regard to any matter relevant to their application, will have no further claim to consideration in this process. It is important to be aware that candidates must let DCCI / Lansdowne Executive Search know of any extenuating circumstances prior to or during the particular stage of the selection process. Any documentary evidence must be supplied within 5 working days.

Please note that submission of such document(s) is not a guarantee that the circumstances outlined will alter the decision/outcome. A candidate who undertakes any part of the selection process and who subsequently claims extenuating circumstances should note that this will not be considered. Examples of possible extenuating circumstances include hospitalisation or bereavement. The onus is on candidates to ensure that they perform to the best of their ability. Therefore, issues such as tiredness, nerves, travel to tests/interviews or expected results/performance not achieved, are not considered extenuating circumstances.

CANVASSING WILL DISQUALIFY

RECRUITMENT PROCESS TIMETABLE

| Screening Meetings Commence (Lansdowne Executive Search) | Mid-March 2025 |
|--|------------------|
| Candidates presented to DCCI for Short Listing | Late March 2025 |
| First Stage Interviews (DCCI) | Early April 2025 |
| Final Stage Interviews (DCCI) | Mid-April 2025 |
| Offer extended to successful applicant | Late April 2025 |

APPLICATION PROCEDURE

To pursue your interest please email a comprehensive Curriculum Vitae and supporting letter to:

Seán McDonagh, Partner

Lansdowne Executive Search Limited,

Email: sean.mcdonagh@lansdownesearch.ie Or for a confidential discussion please call Seán on +353 87 796 1062.









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