

## **Job Description**

### **Financial Justice Ireland - Director**

**About Financial Justice Ireland (FJI)** (formerly Debt and Development Coalition Ireland) is a global justice organisation that works towards a world where peoples' needs are a priority, where communities thrive, and where ecosystems regenerate and flourish. Our role is to challenge the injustices of the current economic and financial system through education, campaigning, and evidence-based research; to promote alternatives to existing policy that are significantly fairer, more inclusive, and sustainable; and to work as part of broader campaigns and social movements in Ireland and internationally to bring about these changes.

**FJI is seeking to recruit a Director.** This is a permanent position subject to ongoing funding. The successful candidate will have excellent leadership skills to drive forward the delivery of FJI's high quality policy, education and campaigning agenda, and to work to ensure FJI's financial sustainability into the future. They will have exceptional organisational coordination skills, and a deep commitment to local and global economic justice work.

**The Director position** is an exciting, challenging and multi-disciplinary role that will involve:

- Governance and risk management responsibilities
- Implementing FJI's strategic plan
- Overseeing and contributing to the implementation of FJI's Irish and European projects.
- Providing strategic management and support to staff
- Delivering and developing FJI's fundraising agenda
- Actively participating in FJI's policy and education work

#### **Main Responsibilities**

##### Organisational Management

- Chief strategist and advisor to the FJI Board, including preparation of management reports and presentations for the Board
- Responsible for coordinating and supporting the FJI staff and consultants in delivering on work plans
- Responsible for staff welfare, operational supervision, professional development, appraisal and ensuring compliance with employment law and best practice

##### Governance, Risk and Oversight

- Responsibility for risk management within the organisation
- Coordinate Board engagement/meetings and facilitate Board communications
- Monitor and ensure compliance with sector governance best standards of practice

##### Fundraising, Donor Relations & Financial Management

- Maintain and deepen current institutional donor relationships and access new income streams by proactively seeking new funding relationships

- Ensure timely and effective donor reporting.
- Management of FJI's budgeting and finances and ensuring accurate reporting of the same to the members, the board, at AGM, to donors and to external auditors.

#### Communications & public engagement

- Building the image, profile and reputation of FJI amongst funders, target groups, and like-minded organisations at home and internationally
- Act as media spokesperson and promote FJI activities and campaigns accordingly.
- Develop and initiate media and networking activities

#### Strategic Networking and Relationship Building

- Ensuring FJI maintains close and productive working relationships with local and international allies working in the areas of economic and financial justice and Development Education/Global Citizenship Education.
- Deepen FJI's participation in relevant education, campaigning and advocacy networks in Ireland and internationally.

#### Policy, Campaigning and Education

- Engaging in promotion of FJI's policy positions through engagement with policy making processes at national, EU and multilateral levels
- Provision of support to staff in delivering the collective policy, campaigning and education programmes of the organisation
- Delivering FJI's popular education programme in collaboration with staff

#### Other responsibilities:

- Carrying out any other relevant duties which may be assigned from time to time by the Board
- Recruitment management, including a process for employing new staff for future programmes and organisational management
- Travelling in Ireland and internationally as required
- Occasionally working outside office hours, where time in lieu will be granted

#### **Essential Experience:**

- Post-graduate degree level qualification in a relevant social science discipline
- At least 2 years' experience in organisational management – including financial management, strategic planning and fundraising **and/or** a proven record in leading a policy or campaigning project in the area of global economic justice
- Proven experience in securing funding and donor relations, particularly in relation to state, EU and relevant donor organisations
- Proven experience in planning and facilitation of Development Education/Global Citizenship Education projects.
- Proven track record in policy analysis and development of policy documents
- Experience in a representative role; experience of speaking to the media and lobbying and/or public campaigning

**Essential Skills**

- Excellent written and oral communication skills, including an understanding of how to undertake strategic communication from a media and campaigning perspective
- Strong facilitation skills toward a range of diverse audiences
- A strong analytical understanding of international development and justice issues
- Self-motivation and initiative
- Fluent spoken English and written English to a very high standard
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**Desirable experience:**

- Research and analysis skills on international debt, international financial institutions and/or international taxation issues
- Leadership in international activism through campaigning and advocacy
- Participatory education work
- Experience of working in a country of the Global South and/or working with campaigning organisations from the Global South

**Accountability:** The Director will report to the chairperson of the FJI Board

**Location of Position:** Dublin. (Hybrid working arrangement between office in Dublin and remote working can be considered)

**Salary:** The salary scale for this position is €45,000 – €50,803 Pro rata (flexibility to negotiate 4 or 5 days/week)

**This is a permanent position, subject to ongoing funding.**

**Applications:** Please submit a cover letter that outlines how you meet the criteria for this post, along with your CV, by email to [thomas@financialjustice.ie](mailto:thomas@financialjustice.ie) by 20th March. Interviews will take place the week starting 30<sup>th</sup> March

**You can find out more about FJI on our website: [www.financialjustice.ie](http://www.financialjustice.ie)**