

## Role Profile

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### Details

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Position: Strategic Development Manager – Digital and climate change and environmental sustainability  
Contract: Fixed term six-month contract  
Grade: Higher Executive Officer (HEO)  
Reporting to: Strategic Development Director

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### Department Vision and Purpose

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The Strategic Development Department in the Arts Council leads the organisation in the development, implementation and evaluation of our corporate strategy, *Making Great Art Work*. We support staff to deliver the strategy and aligned policy objectives by establishing best practice approaches to research and evidence-based policy development. The Department has specific responsibility for co-ordinating the delivery of the artist, public engagement and spatial and demographic priorities of our strategy.

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### Role Overview

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The Strategic Development Manager will lead on and participate in various projects and initiatives to support the Strategic Development team in the delivery of its objectives. The Strategic Development Manager will act as an effective link between the Strategic Development Department and the arts teams.

In this role the Strategic Development Manager will initially work with the Strategic Development Director and the Arts teams to develop new policies for (i) digital policy and (ii) climate change and environmental. Once agreed at board level, the manager will be responsible for the implementation of the policies.

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### Key Responsibilities

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As a manager:

- Drive the values, vision and mission of the Arts Council;
- Actively contribute to the delivery of the Arts Council's strategic goals and the ten year strategy Making Great Art Work;
- Strive to develop and implement ways of working effectively to meet objectives;
- Be flexible and willing to adapt, positively contributing to the implementation of change;
- Take responsibility and be accountable for the delivery of agreed objectives;
- Lead project teams by example, coaching and supporting individuals as required;
- Successfully manage a range of different projects and work activities at the same time;
- Delegate work effectively, providing clear information and evidence as to what is required;
- Practice and promote a strong focus on delivering high performance and service delivery;
- Contribute to strategic decision-making where required;
- Create and maintain collaborative internal and external relationships;
- Make clear and timely decisions on important issues as required.

\*As Strategic Development Manager:

- Work with the Strategic Development Director and the arts teams to ensure the effective delivery of the strategic objectives for the development and implementation of policies in (i) digital and (ii) climate change and environmental sustainability
- Lead on the establishment and delivery of best practice evidence-based policy development;
- Maintain regular two-way communication and collaboration across the organisation and facilitate dialogue with key stakeholders;
- Draw on expertise and knowledge to support planning and decision-making for the organisation;
- Support the development of processes and ways of working to enable the Strategic Development Department and the arts teams to work together in the most effective way;
- Contribute to the management and delivery of the Human Resources, Professional Development and Performance Management, Health and Safety and Information and Records needs of the Strategic Development Department team.

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#### Role Demands

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- Significant relevant experience (at least 3 years) in policy development and implementation at a national level
- Sustainable body of knowledge of local, national and international development in the arts;
- Ability to gather and analyse research and express complex information in a clear, concise way;
- Strong team management and project management skills.
- The ability to converse in the Irish language, both verbally and in writing is desirable

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#### Qualifications

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The successful candidate will be academically strong with at least a primary degree, and preferably relevant post-graduate or professional qualifications in a relevant area. A strong developmental background in the arts is essential.

*\*Please note that responsibilities may change in conjunction with an organisational structure and process change review which is taking place.*