



CHIEF EXECUTIVE OFFICER

Candidate Briefing Document

NYCI National
Youth
Council
of Ireland

2into3
Transforming Social Impact

May-June 2025

ABOUT NATIONAL YOUTH COUNCIL

The National Youth Council of Ireland (NYCI) is a dynamic and influential membership-based organisation dedicated to representing and advocating for the interests of the youth work sector in Ireland and using collective expertise to act on issues that impact on young people.

This is achieved through representing the shared interests of voluntary youth organisations, building solidarity among its members, promoting the development of evidence informed high-quality specialist youth work practice, capacity building and professional development.

For more information about NYCI, please visit <https://www.youth.ie/>



VISION

An Ireland where young people in every community are empowered through excellent youth work to realise their potential and actively participate in an inclusive society.

MISSION

To represent the collective voice of the youth work sector and build capacity, leadership and influence to deliver better outcomes for young people.

GOVERNANCE

NYCI is a registered charity and CLG. The organisation is overseen by a voluntary Board of Directors and four sub-committees (Finance Audit and Risk; Governance and HR; International Advisory; and Policy and Advocacy).

RESOURCES

In the year ending 31 December 2023, NYCI had an annual income of €3,192,521 and expenditure of €3,186,942. NYCI employs a staff team of 31 who support the organisation in achieving its strategic objectives.

VALUES

- We value the experience and views of our member organisations and will consult them and represent them with integrity.
- We believe that all young people have a right to develop a sense of belonging and empowerment in a fair and just society. We are concerned for young people disconnected from the mainstream.
- We are an organisation that promotes learning, innovation and forward thinking.
- We believe that a strong vibrant voluntary youth sector has a critical role to play in engaging all young people.
- We believe that better outcomes are achieved when young people are involved in making decisions that affect them.
- We value volunteering and the vital role it plays in a healthy vibrant community.
- We value the diversity of the voluntary youth sector and believe that is a key strength.



CONTEXT FOR APPOINTMENT

The National Youth Council of Ireland (NYCI) seeks to recruit a visionary and innovative CEO who will build upon the organisation’s successes to date and lead the organisation, shaping its strategic direction and ensuring its effective operation with a view to advancing the needs of the sector.



THE POSITION

Title	Chief Executive Officer
Reporting to	Chairperson and Board of Directors
Direct Reports	3; Director of Programmes, Director of Policy & Advocacy, Director of Finance & Operations
Place of Work	Dublin 02 (hybrid working subject to business requirements, in line with NYCI’s new ways of working policy)
Contract Type	Permanent, following successful completion of 6-month probationary period
Working Hours	35 hours per week; flexible working hours including some evenings and occasional weekends.

ROLE SUMMARY

Mission-led and working collaboratively with its member organisations and other internal and external stakeholders, the CEO will lead the sector in realising our collective vision that all young people living in Ireland have access to high quality youth work which meets their expressed needs; delivered by paid professionals and well-supported volunteers.

Reporting directly to the Board of Directors, the CEO will also be responsible for ensuring that its mission is achieved using robust governance, financial sustainability, and adherence to regulatory requirements.

Strategic Leadership

- Lead on the effective development, implementation and integration of strategic initiatives and NYCI's operational plans across all functions to deliver on NYCI's 2023-27 Strategic Plan.
- Ensure that there is a common understanding and commitment within NYCI to the delivery of the organisation's strategic plan, its vision and values.
- Stay informed about national and international trends affecting young people and youth organisations, and adjust the organisation's strategies accordingly.
- Develop and articulate a compelling vision and strategic plan for NYCI in collaboration with the Board of Directors, the staff, the members and other key stakeholders, when required.
- Lead, manage and motivate members of the SMT and other key staff as necessary, ensuring effective performance management systems are in place, staff are developing to their full potential, and that appropriate performance targets and key indicators are in place and reported on at regular intervals.
- Foster a learning and development culture and identify ways to provide learning and development opportunities for self and others.
- Ensure NYCI has the necessary resources, including people and structure, to deliver the organisation's vision. Propose changes when necessary, and using collaborative leadership, develop and maintain a culture and working environment that attracts, retains and motivates good quality staff.

Governance and Risk Management

- With the President and Board, ensure that appropriate organisational governance is in place and adhered to by the Board and staff.
- Ensure the Board receives sound, clear and timely information and advice on the delivery of NYCI's strategic objectives.
- Ensure NYCI's risk register is maintained, risks are identified and reviewed regularly, and that systems and procedures are in place to mitigate and manage risks.
- Ensure compliance with all relevant legislation, including Charities Regulator Governance Code, company law, employment law and safeguarding legislation.
- Ensure the development and review of policies and ensure compliance with all internal policies and external statutory and regulatory requirements to deliver best practice.
- Secure appropriate professional advice and guidance as necessary to fulfil the above duties.





Membership Engagement

- Maintain and foster relationships with NYCI's member organisations and develop and implement strategies to grow and diversify NYCI's membership base.
- Lead or facilitate member organisations to identify common positions and in partnership with the SMT, advocate for those positions in the interests of the sector and young people.
- Ensure that the needs and concerns of member organisations are understood and addressed.
- Ensure that the programmes delivered by NYCI continue to support the needs of member organisations in the youth work sector, and the young people it serves.
- Organise consultations and forums to gather input from members and involve them in decision-making processes, as required.

Advocacy and Representation

- Act as NYCI's principal ambassador - championing youth work and the needs of young people and the sector, and realising NYCI's Vision and Mission through representing NYCI publicly and undertaking policy, public affairs and media work.
- Advocate for youth work and the rights and interests of young people at local, national, and international levels.
- Build and maintain effective relationships with relevant government agencies, policymakers, and other stakeholders to influence positive change for the youth work sector and for young people.
- Represent the NYCI in public fora, media, and events to enhance the organisation's visibility and impact.
- Support the SMT and Head of Communications to ensure there is an effective marketing and communications strategy to cover all appropriate media channels to increase awareness, profile and the reputation of NYCI.

Finance and Resource Management

- Set, monitor and review annual budgets with the Senior Management Team.
- Ensure that effective financial systems and controls and accounting policies and practices are developed, maintained and implemented to ensure effective and efficient organisational operation and legal compliance.
- Build, maintain and foster effective working relationships with funders and, in conjunction with the SMT and the Board, ensure that key funding relationships are effectively managed and that funder requirements are met.
- Continue to foster a culture in the wider staff team to identify income generation ideas which will further NYCI's vision and ensure future sustainability.

PRIORITIES FOR POST HOLDER IN FIRST 12 MONTHS

In your first 12 months in the role, you will lead on the following priorities:

- ✓ Further engage or re-engage member organisations, consolidate relationships, and expand where possible.
- ✓ Establish strategic relationship with the Department of Education and Youth and other relevant departments; advocate for sector priorities.
- ✓ Lead out on the public's understanding of youth work in Ireland by overseeing the Frameworks research and public relations campaign.
- ✓ Consolidate functions, relationships and working culture of SMT and with the President and Board, ensure that appropriate organisational governance is maintained and adhered to by the Board and staff during the transition of leadership and beyond.
- ✓ Oversee NYCI's next Pre Budget Submission.
- ✓ Lead the sector on the implementation of Opportunities for Youth.

These duties are a guide to the general range of responsibilities and are neither definitive nor restrictive. The post-holder may from time to time have to undertake any other duties commensurate with the post, as designated by the Board of Directors.



PERSON PROFILE

This role requires an ambitious, empathetic and committed leader with a passion for youth development and youth involvement in decision making.

The ideal candidate will have excellent communication and interpersonal skills with the ability to advocate persuasively and convey complex information clearly; fostering productive discussions that engage and inspire diverse audiences.



CORE COMPETENCIES AND SKILLS

Core Criteria	Essential	Desirable
Minimum of 5 years’ experience in a strategic leadership position, ensuring delivery of objectives and funding requirements; ideally in the nonprofit, children’s or youth sector.	✓	
Strong communication and stakeholder engagement experience with ability to build partnerships and advance shared goals.	✓	
Experience of reporting to a Board of Directors to deliver effective governance.	✓	
Ability to drive organisational growth and impact through leading on the preparation and implementation of strategic and operational plans.	✓	
Experience successfully securing funding from a range of funders including government departments, other statutory bodies and charitable trusts.	✓	
Experience of effective budgetary planning, including management of a substantial budget.	✓	
Strong understanding of the challenges facing young people today and a deep commitment to inclusivity, diversity, and the principles of meaningful youth participation.	✓	
Relevant third-level qualification in a relevant field.	✓	
Experience of leading change management processes.	✓	
Full clean driver’s license and access to a car.	✓	
Experience of working in a policy and advocacy environment and strong understanding of policies influencing youth work, and the Irish political and social landscape.		✓
Experience of working in a membership serving organisation and proven ability to build consensus.		✓

If this role is of interest to you and you believe you have what it takes to be successful, but don't necessarily believe that you meet every single criterion above, please do still get in touch so we can discuss further how you may be a fit.

REMUNERATION

NYCI operate salary bands. The starting salary for this role is expected to be within the range of €95,000 - €105,000 per annum, commensurate with experience.

Non-pay related benefits include:

- Employer Pension Contribution (8%)
- 27 Days Annual Leave Per Annum
- EPA
- Death in Service Benefit



APPLICATION PROCESS

Recruitment for this role is being managed exclusively by 2into3.

If you are a determined leader looking to take on an impactful and rewarding role, please send your CV and cover letter to **Shannon Barrett, Head of Talent Services, 2into3.**

The closing date for applications is **Sunday 15 June, 2025.**

All enquiries regarding the role will be held in strictest confidence.

- **E-mail** shannon.barrett@2into3.com
- **Mobile** + 353 86 180 6051
- **Address** 2into3, The Academy, 42 Pearse Street, Dublin 2, D02 YX88
- **Website** www.2into3.com

The National Youth Council of Ireland is an equal opportunities employer committed to a diverse work environment and welcomes suitably qualified applicants from all sections of society.

At 2into3, we endeavour to make all reasonable accommodations to facilitate the participation of candidates in the recruitment process. Please let us know if you require any specific accommodations at any stage of the recruitment process.