

CHILDREN'S HEALTH FOUNDATION JOB DESCRIPTION	
<b>Role</b>	Director of Development
<b>Reporting to</b>	Chief Executive Officer
<b>Background and Context</b>	<p>Children's Health Foundation (CHF) is focused on raising funds to fulfil our mission of providing world class medical facilities, research and compassionate loving care for every sick child in Ireland cared for in Children's Health Ireland (CHI). The Foundation supports Crumlin and Temple Street Children's Hospitals, National Children's Hospital Tallaght and Connolly Urgent Care Centre.</p> <p>The creation of Children's Health Foundation in 2019 brought together the existing Temple Street Foundation and The Children's Medical and Research Foundation Crumlin to continue to support Ireland's sickest children in their treatment journey today, tomorrow and into the future.</p> <p>It's a really exciting time to join Children's Health Foundation, full of challenges and opportunities that allow us to support the hospitals in the best possible way, whether that's through family and patient support, vital research, medical equipment or redevelopment. And, being embedded in the hospitals crystallises our cause and we see first-hand the impact our work has.</p>
<b>Role Purpose/ Summary</b>	<p>Director of Development is a critical new role for the Foundation as it steps forward into an exciting new period. This role requires an experienced commercial, operational and strategic thinker who can deliver optimum results for the benefit of sick children in Ireland. A track record in delivering a strategy across public, corporate, legacy, major gifts, and trusts and foundations fundraising is essential. High level brand and marketing experience is a must. The ideal candidate will be capable of operating at a strategic level while providing clear operational guidance to the fundraising, philanthropy and comms teams and delivering growth across all areas.</p>
<b>Principal Duties and Responsibilities</b>	<ul style="list-style-type: none"> <li>• Develop a sustainable commercial strategy for the Foundation to meet increased needs in children's health and research.</li> <li>• Work closely with the CEO to review, revise and optimise existing donor relationships and build new strategic partnerships.</li> <li>• Manage and implement a multi-channel donor development programme for existing donors and to grow the reach of the Foundation's supporters.</li> <li>• Develop a philanthropy strategy to support the delivery of world class research and innovation for sick children from supporters in Ireland and abroad.</li> <li>• Deliver a brand and marketing strategy to position the messaging and impact of CHF with wider audiences.</li> <li>• Ensure effective use of digital channels across fundraising and marketing to provide more individualised supporter journeys, increase engagement and grow digital fundraising.</li> </ul>

- Guiding our communications function to support the needs of the organisation across stakeholders, digital channels and wider public audiences.
- Encourage participation from well-known personalities and ambassadors to further the Foundation's messaging
- Work with the CEO and wider members of the senior executive on the delivery of a new strategy for CHF going forward.
- Work closely with CEO and Board to progress strategic initiatives.
- Support CEO with ad hoc duties, as requested.
- Work with the CEO and wider members of the senior executive to prepare and deliver reports, including to Board and as required or requested by CEO.
- Represent CHF at events across the country and abroad where necessary.
- Foster a culture of learning, development and innovation across the team.
- Create and implement processes across the teams to increase efficiencies and value for investment for the CHF.
- Manage budgets to ensure good governance across expenditure and ROI for fundraising and brand activities.
- Work with Children's Health Ireland colleagues, to support the overall mission of the Foundation.
- Collaborate with the Head of Finance across budgets, projection and commercial decisions for the Foundation.

### Qualifications and Experience

- At least 7 years working at a senior executive level with a strategic capacity
- A proven track record of delivering multi-million annual targets across fundraising, philanthropy or commercial activities
- Track record of building and maintaining strong relationships with high-value donors and acquiring significant donations
- Excellent people management, leadership and networking skills
- Experience in leading out on the creation and implementation of an organisational growth strategy
- Experience delivering innovation and leading teams across a period of change or transformation
- Brand strategist with experience increasing brand value and recognition
- Track record of leading and managing national multi-channel brand campaigns with proven ROI results
- Excellent administrative, financial and analytical skills, including planning and budgeting
- Self-starter with initiative, drive and the ability to think creatively and identify and negotiate on behalf of Children's Health Foundation
- Relevant professional qualification to NFQ Level 8, desirable

	<p>Proficiency in designing, planning, implementing, monitoring, evaluating &amp; adapting strategic initiatives within a complex changing environment. Strong communication skills and writing skills along with negotiation, influencing and relationship building skills both within and outside the sector</p>
<p><b>Functional Competencies</b></p>	<ol style="list-style-type: none"> <li>1. Understand CHF's external environment, at home and abroad.</li> <li>2. Ethics Management – including the application of financial controls to avoid fraud.</li> <li>3. Understands and promotes CHF's Organizational Values, History and Culture.</li> <li>4. Accountability - Evaluation of planned spend to ensure value for money.</li> </ol>
<p><b>Terms and Benefits</b></p>	<ul style="list-style-type: none"> <li>• Fulltime, permanent role with competitive salary depending on experience</li> <li>• Flexible hybrid work policy</li> <li>• Cycle to Work Scheme</li> <li>• PRSA: up to 6% contributory after six months service</li> <li>• TaxSaver Commuter Ticket Scheme available</li> <li>• Employee Assistance Programme</li> <li>• Training and Education grant</li> <li>• Access to paid sick leave after six months service</li> <li>• Access to paid Maternity and Paternity leave after twelve months service</li> </ul>
<p><b>We are an equal opportunity employer</b></p>	<p>We are committed to working with and providing reasonable accommodations to job applicants and employees with physical or mental disabilities. If you believe you need a reasonable accommodation to complete any part of the application or hiring process, please send an email to <a href="mailto:jobs@childrenshealth.ie">jobs@childrenshealth.ie</a> <i>This information will be treated as confidential and used only for the purpose of determining an appropriate accommodation for the interview process.</i></p>
<p><b>Informal enquiries</b></p>	<p>For informal enquiries or further information, please contact: People &amp; Culture Lead, Patrick Sweeney via <a href="mailto:psweeney@childrenshealth.ie">psweeney@childrenshealth.ie</a></p>
<p><b>Applying</b></p>	<p>Please send your CV and cover letter outlining your relevant experience to <a href="mailto:jobs@childrenshealth.ie">jobs@childrenshealth.ie</a> by 5pm Monday 1<sup>st</sup> July 2024</p>
<p><b>Person Specification</b></p>	<p style="text-align: center;"><b>Behavioural and Functional Competencies</b></p> <p>Effective Relationships &amp; Networking:</p> <ul style="list-style-type: none"> <li>• Ability to build and maintain effective relationships and networks. This may be in relation to contacts, both inside and outside the Foundation who can provide information, assistance and support.</li> <li>• Develops internal/external relationships with the Foundation's focus, to resolve both short-term issues and advance longer-term projects/work.</li> <li>• Identifies networks/committees which would be of benefit to the Foundation.</li> <li>• Ensures that the Foundation is represented across relevant forums that are considered of importance to the organisation.</li> <li>• Develops relationships through attendance/participation at national or international committees/events which will keep the profile of the Foundation high.</li> </ul>

- Uses networks and relationships to build support for ideas and achieve results.
- Is able to influence others in a positive way.

Stakeholder Focus:

- Understands who the stakeholders are and is willing and able to deliver high quality initiatives which meet the needs and exceeds the expectations of all stakeholders.
- Constantly strives to find new ways to increase stakeholder satisfaction.
- Consistently looks for opportunities to improve the department/s they are responsible for.
- Develops and implements standards and plans to achieve the highest possible standards of excellence.
- Leads and champions stakeholder focus throughout the organisation.
- Translates operational feedback into strategic improvements.
- Acts decisively to address inefficient or underperforming areas of the organisation.
- Sets service targets and monitors progress in order to drive up service standards.
- Review processes regularly to continuously improve organisation performance.
- Takes responsibility for ensuring that improvements are actioned and have the desired effect. Is aware of stakeholders' changing needs and makes changes to existing business practices, where necessary.

Results Driven High-Performer:

- Ability to focus efforts and energy on successfully achieving standards of excellence in delivery of goals and objectives.
- Thinks ahead, identifies opportunities and takes action independently to influence events where appropriate.
- Is accountable for meeting objectives to the required standard.
- Contributes to the identification of stretched objectives for delivery.
- Ensures processes and procedures are in place for the delivery of the Foundations strategic objectives.
- Is accountable for the delivery of key department objectives.
- Sets SMART objectives for self / team.
- Regularly reviews progress of plans to redirect action when necessary to achieve targets.
- Strives to raise performance levels of self /others.
- Uses initiative and looks ahead, considers external developments relevant to own department, identifying trends and emerging patterns when making recommendations to others.

Team and Collaborative Working:

- Ability to work co-operatively within a group and across the Foundation to achieve the organisation's goals in a respectful manner.
- Fosters a supporter-focused environment. Understands and is tolerant of differing needs and viewpoints.

- Leads a cohesive team approach by promoting the importance of working within and across departments and locations to achieve team and wider organisation's strategic objectives.
- Fosters a culture that values fairness, inclusiveness and diversity.
- Develops strategies to improve cross functional/inter-departmental team working and identifies opportunities for cross functional collaboration.
- Brings collaborative groups together to achieve an objective and focuses group on delivery.
- Instils a sense of pride in the work of the team and the organisation as a whole, by highlighting achievements.

Change, Adaptability, Flexibility, Resilience and Effective Communicator:

- Leads change projects that have an important strategic impact on the Foundation. Effectively plans for and manages their implementation.
- Acts as a role model for change by demonstrating a commitment to the change process.
- Communicates a clear, compelling vision of what the change will accomplish.
- Encourages others to incorporate continuous improvement as a way of approaching work.
- Collaborates with key stakeholders to promote major change initiatives.
- Obtains and provides resources to enable implementation of change initiatives.
- Helps others deal with their reactions to change.
- Recognises and acknowledges staff for their contributions during the change process (where appropriate).
- Is a persuasive communicator and can present succinct, well-balanced information written and oral, with clear outcomes.
- Encourages a positive environment for constructive challenge and feedback.
- Creates an environment where people are encouraged to communicate openly.
- Shares relevant information concerning strategic / long term plans with colleagues/own team.
- Develops proposals and reports in a style and language necessary to guide, inform, and/or persuade.