

CHIEF EXECUTIVE OFFICER & LEADER OF L'ARCHE IRELAND

Candidate Briefing Document



L'ARCHE
Ireland



January 2025

ABOUT L'ARCHE IRELAND

L'Arche is an international federation consisting of nearly 160 communities, in 38 countries, dedicated to creating inclusive communities where people with and without intellectual disability can live, work, and share their lives, in extremely diversified cultural, religious, and socio-economic contexts.

L'Arche Ireland, a branch of the International federation, supports adults with intellectual disability (known as Core Members), fostering a sense of belonging, respect, and dignity within our communities and homes in Cork, Dublin and Kilkenny. L'Arche Ireland is a section 39 organisation, part-funded by the HSE. It provides residential services and day projects which ensure that each Core Member has a safe, person-centred, high-quality service and supports individuals to have access to the services and homes they need to maximise their independence, empowerment, choice and enable them to lead a fulfilling life and be active citizens in their locality. L'Arche Ireland has a deep sense of community, recognising the value of mutually beneficial relationships, and the right of each person to discover and share their unique gifts.

Find out more about L'Arche Ireland's work at www.larche.ie



OUR L'ARCHE IDENTITY



WE ARE PEOPLE with and without intellectual disabilities, sharing life in communities belonging to an international federation. Mutual relationships and trust in God are at the heart of our journey together. We celebrate the unique value of every person and recognise our need of one another.

VISION

Together we are creating a world where people with and without disabilities are friends and equals.

MISSION

Make known the gifts of people with intellectual disabilities, revealed through mutually transforming relationships, foster an environment in community that responds to the changing needs of our members whilst being faithful to the core values of our founding story, and engage in our diverse cultures, working together toward a more human society.

FINANCIALS

In the year ending 31 December 2023, L'Arche Ireland had an income of approximately €6.2m; primarily funded by the HSE.

GOVERNANCE

L'Arche is a registered charity and company limited by guarantee, governed by a voluntary Board of Directors, and is in full compliance with the Charities Governance Code.

CONTEXT FOR APPOINTMENT

L'Arche Ireland is seeking a Chief Executive Officer (CEO) and Leader, to sustain and build on what is in place already and embrace the opportunities and challenges of the future in its Cork, Dublin and Kilkenny communities.

The successful candidate, with the support of the Board and working closely with the leadership team, will be someone who ensures that the communities live the values, purpose and ethos of L'Arche in line with the Mission and Vision above, faithful to the International Charter of L'Arche Communities.



THE POSITION

Title	Chief Executive Officer & Leader
Reporting to	L'Arche Ireland Board and Chair
Direct Reports	6 (3 Community Leaders, Finance and Risk Lead, Administrative Assistant, HR Manager)
Place of Work	L'Arche Ireland's Central Office is currently in Callan, Co. Kilkenny. Possible Dublin or Cork location and hybrid working to be discussed with the successful candidate. Travel is expected for this role, and a full clean driving licence is required.
Working Hours	Full-time (39hrs per week, 9am to 5pm, Monday to Friday). 'On call' required for emergency situations.
Contract Type	Four-year fixed-term contract, after probationary period, with potential to renew.

ROLE SUMMARY

The CEO and Leader will manage the organisation, under the strategic direction of the Board of L'Arche Ireland and the L'Arche International Representative, ensuring the delivery of the highest-quality services with our Core Members, fostering a culture of inclusion across the communities, and maintaining strong relationships with all stakeholders, including funders, regulators and the wider disability community, locally, nationally and internationally.

This is an opportunity to run a unique national charity and impact the lives of people living with an intellectual disability through serving and leading L'Arche Ireland towards the next phase of change and development of its services.



Strategic Planning

- Develop and implement a strategic vision which reflects the needs and vision of the communities and plan in collaboration with the Board of L'Arche Ireland, ensuring alignment with L'Arche Ireland's mission, ethos and core values. This will involve high standards of corporate governance, consultation, accountability, stewardship, transparency and trust.
- Strengthen the communities and deepen their awareness of the identity and mission of L'Arche and its ethos, while meeting the requirements of the regulators and funders of L'Arche Ireland.
- Help the communities to develop new day service projects and housing accommodation to address the changing needs of their Core Members into the future, whilst working alongside the Board, its Committees and the leadership team.
- Develop a relevant communications strategy for L'Arche Ireland.
- Be ambitious yet realistic for L'Arche Ireland and ensure that L'Arche Ireland grows through a quality approach.



Leadership

- Provide strong leadership and bring the Community Leaders and diverse teams in the Cork, Dublin and Kilkenny communities on the journey with you, fostering a culture of ambition for the future in all communities, continuous learning and development, formation and personal growth.
- L'Arche Ireland is a values-based and values-led organisation. As CEO and Leader, communicate and prioritise these values, ensuring that L'Arche Ireland is more than a mere service provider by creating the space for reflection in a purpose-led organisation.
- Lead and maintain the dynamic and motivated team of leaders, staff and volunteers already in place.
- Ensure there is a culture of training and formation at all levels of the organisation and that strong support and supervision procedures for staff and volunteers are in place.
- Oversee all aspects of L'Arche Ireland's operations and ensure the provision of the highest quality services. This includes development, human resources, accommodation resources, administration, finance, governance and risk functions, fundraising and regulatory compliance.

Governance, Reporting and Compliance

- Liaise with regulatory bodies such as HSE, HIQA, AHBRA, CRA, HSA, CRO, CORU and any other agencies, as required. Ensure that L'Arche Ireland is compliant with applicable regulations through continuous risk assessment, safeguarding, reporting, strict adherence to standards and working constructively with all above bodies.
- Ensure the provision of the highest-quality services and strict adherence to standards of corporate governance, company law and compliance with relevant regulations on charity, employment, safety and construction.
- Provide regular reports to the Board, Finance, Governance, Risk and Audit sub-committee and Housing sub-committee to allow the Board of Directors to make informed decisions.
- Be accountable for L'Arche Ireland adhering to the "Identity and Mission" of L'Arche International and meet with the L'Arche International Representative regularly.



Stakeholder Engagement

- Ensure a high quality of support and care with our Core Members, promoting a person-centred approach, with individual empowerment.
- Foster a sense of belonging, respect and dignity within our communities in Cork, Dublin and Kilkenny. This will involve travel to each of the communities on a regular basis (while also maintaining the existing relationship with the L'Arche Belfast community).
- Cultivate and maintain positive relationships with key stakeholders such as Core Members, staff, volunteers, families, funders, L'Arche Committees, donors, government agencies, public policymakers, politicians and local community partners.
- Help to develop a visibility plan to broaden national awareness of L'Arche Ireland; represent L'Arche in external fora, explain its uniqueness and advocate for the rights and inclusion of individuals with intellectual disability.
- Engage with L'Arche International regularly. Meet, collaborate and share best practices with other L'Arche National Leaders and International Envoys.
- Network and engage with national bodies such as the Disability Federation Ireland and the National Federation of Voluntary Bodies, bringing L'Arche Ireland into the national conversation on disability that has come to the fore more recently.

Funding and Financial Management

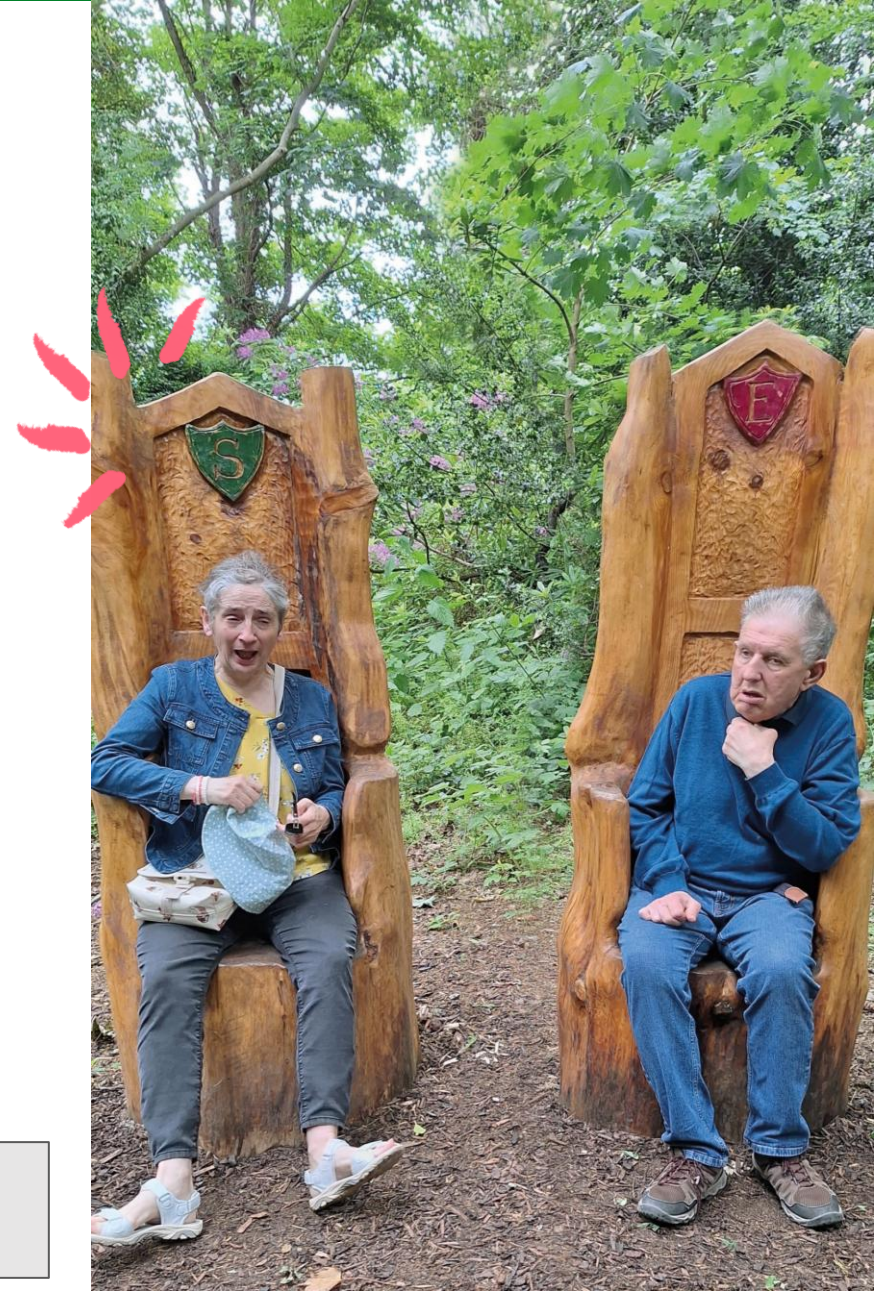
- Work closely with core funders to ensure continuity of funding, seek and grow additional funding where necessary, without jeopardising existing core funding.
- Develop fundraising opportunities, and drive efforts to secure additional financial resources and partnerships necessary for sustaining and expanding L'Arche Ireland's visibility, programmes and services.
- Develop and maintain relationships in collaboration with funders, donors, and grant providers to explore and diversify income streams and secure necessary funding for L'Arche's long-term growth/development.



During your first 6 months in the role, you will be expected to be working towards the following KPIs and priorities:

- ✓ Have a comprehensive understanding of the organisation, mission, values and ethos. Act as a role model in fostering a culture of inclusion, dignity, and respect across all communities.
- ✓ Build strong relationships with the Leadership team and each community. Be visible, and present in order to participate and understand life “on the ground”, connect with the “lived experience” of a L’Arche communities.
- ✓ Lead and hold people to account to deliver on strategic targets, maximise the potential of L’Arche Ireland.
- ✓ Play an active role in moving the Cork housing project forward in the right direction, including the implications for L’Arche Ireland’s finances.
- ✓ Develop relationships of trust with key stakeholders including HIQA, HSE, AHBRA, CORU, National Federation.
- ✓ Ensure compliance with ongoing corporate governance and statutory requirements/deadlines.
- ✓ Develop an outline strategy for raising the visibility of L’Arche Ireland within the disability sector and the wider community
- ✓ Work in partnership with the Board, report to the Chair, with openness and transparency.

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.



PERSON PROFILE

The successful candidate will be a person of high integrity and trust, with a hands-on leadership approach, and the ability to think strategically and creatively while leading their team.

The CEO and Leader will align with L'Arche International's identity and mission statements, work collaboratively with international counterparts and build strong relationships with all those connected to L'Arche Ireland; embodying its values and ethos.

They must be a strong leader with clear knowledge of the complexity of section 39 organisations and the level of regulatory compliance required to uphold the vibrant and supportive environment L'Arche Ireland provides with its Core Members, through social care services and community building across Cork, Dublin and Kilkenny.



CORE COMPETENCIES AND SKILLS



Criteria	Essential
Proven track record of successful leadership, preferably in the non-profit/charity sector in Ireland, or in a related field (social care / justice / mental health / social housing / intellectual disability).	✓
3 rd level qualification or equivalent experience in senior management, social care/disability or related sector.	✓
Strong commitment to the values and principles of L'Arche Ireland, including a belief in the inherent worth and dignity of every individual is essential for this role.	✓
Ability to develop and implement a compelling strategic vision, driving organisational ambition, growth and impact.	✓
Excellent interpersonal and communication skills, with the ability to network, engage and build relationships with L'Arche Ireland's diverse stakeholders.	✓
Practical experience in financial management, comfortable with budgets and figures, business plans, resource allocation, dealing with core funders, seeking additional sources of funding.	✓
Fundraising knowledge and experience maintaining and building relationships with both statutory funders and donors.	✓
Proven ability to advocate for the rights and needs of people with intellectual disability, with experience in building external partnerships, collaborations, and engaging in public policy.	✓
Good communication, public speaking, interpersonal, negotiation skills, experience dealing with the media, build positive relationships and be the public face of L'Arche Ireland at national level.	✓
Capacity to navigate and lead through change, identify risk, all the while maintaining a positive, sustainable and resilient attitude.	✓
Holder of a full clean Driving Licence as this role will involve travel between the communities in Cork, Dublin, Kilkenny.	✓

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 in the table above, please do still get in touch so we can discuss further how you may be a fit.

REMUNERATION

A salary of €70,000 - €75,000 is offered for this position, commensurate with experience and aligned to HSE grades.

Non-pay related benefits include:

- 25 days of annual leave
- 7% pension contribution from employer upon successful completion of probationary period
- Sick pay scheme



APPLICATION PROCESS



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

If you are an ambitious professional with the drive to lead L'Arche Ireland towards the next phase of change and development, please send your CV and cover letter to Hélène McArdle.

Your cover letter should outline what attracts you to the mission of L'Arche Ireland and how your skills and experience are a fit for the role.

- **E-mail** helene.mcardle@2into3.com
- **Address** Huckletree in The Academy, 42 Pearse Street, Dublin D02 YX88
- **Telephone** +353 1 57 40 028
- **Website** www.2into3.com

The closing date for applications is Monday, 17th February, 2025.

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

L'Arche Ireland is an equal opportunities employer, committed to promoting diversity, equity and inclusion at all levels within its communities.

This position is offered subject to Satisfactory references and Garda Clearance.

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.