

JOB VACANCY

General Manager

Meitheal Mara, Cork city



Meitheal Mara, Cork's Community Boatyard, is seeking a General manager with Leadership Skills to guide the organisation through the next exciting phase of its evolution.

Meitheal Mara was founded in 1993 to promote and foster maritime culture and activities and social inclusion. These objectives are achieved through community boating programmes, employment and partnerships, with a particular emphasis on currachs and other traditional boats. It is a Cork-based organisation with a national reach.

Position Description:

Join us as the head of the team and provide the inspirational leadership and vision to:

- Ensure Meitheal Mara operates professionally to achieve its Objectives;
- Support the Board in meeting best practice standards in governance;
- Uphold the established ethos and reputation of Meitheal Mara; and
- Ensure the continued sustainable growth and progression of the company.

The General Manager is the most senior employee of Meitheal Mara, supported by a well-established senior management team (including Boat Building Workshop, Events, Maritime and Youth Programme) and a full staff complement of 25 people. Additional help comes from c. 350 volunteers each year. Annual turnover is c. €500,000 disbursed through a range of long-term service programmes and short-term funding projects.

Key Responsibilities:

Strategy and Sustainability.

- Support the board and its sub groups in the development of policy by identifying emerging needs and legal and regulatory requirements.
- Ensure the Board of Directors is provided with all the information required to ensure the accountability and sustainability of the company.
- Develop and manage Meitheal Mara's relationship with stakeholders and external bodies.
- Support the Board of Directors in its duty of care to Meitheal Mara's employees and volunteers.

Staff

- Lead and support the Senior Management Team in achieving its aims.
- Manage employment matters such as annual reviews, conditions of service and annual leave.
- Support Senior managers in ensuring duties of their team members are performed to a consistently high standard and regular guidance and feedback is provided. Ensure training needs to enhance performance are identified and facilitated.

Financial Management

- Ensure preparation and delivery of timely annual, quarterly and programme budgets as needed, and audited accounts in co-ordination with relevant office staff and senior managers.

JOB VACANCY

General Manager

Meitheal Mara, Cork city



- Ensure submissions for funding proposals and new funding streams are supported and completed to meet required deadlines.
- Manage the company's budgeted expenditure throughout the year to ensure agreed targets are met.

Knowledge, Skills and Experience essential for the post

- Significant management experience, ideally in the community and voluntary sector (at least five years).
- Proven ability to lead a team from mixed backgrounds to a high level of performance.
- Experience of implementing appropriate Health and Safety policies and procedures.
- A high level of motivation to uphold the community enterprise and personal progression ethos of Meitheal Mara, treating all people equally with respect and dignity.
- Demonstrated ability to meet deadlines and manage multiple stakeholders and inputs.
- Patience and good people management skills with the ability to work well under pressure and deal with the unexpected.
- Aptitude in decision-making and problem-solving.
- Experience of boats and boating and an appreciation for maritime culture and/or craftwork is desirable.

Qualifications:

Applicants should hold at least a Level 7 degree.

Terms:

Job Location: The position is based in Meitheal Mara's premises at Crosses Green, Cork.

Reporting to: The Meitheal Mara Board of Directors through the Chairperson

Hours: This is a full-time workplace based position.

Salary: €45,000 pa.

Annual Leave : 25 days

Contract: This contract term runs initially until 31/12/2027. It is subject to continued availability of dedicated funding and the terms of the Government's Community Services Programme. A probationary period of six-months will apply.

Applications:

Applications should be in the form of a letter of application and a CV (two-page maximum) and be emailed to Jan@janharteassc.ie with "General Manager" in the subject line, by close of business on Tuesday 6th May.

JOB VACANCY

General Manager

Meitheal Mara, Cork city



Further information:

www.meithealmara.ie

www.oceantocity.com

www.corkharbourfestival.com

<https://www.instagram.com/meithealmara/>

https://www.youtube.com/channel/UCgfjY52U2uoAR-u7U_0Z2Cg

Meitheal Mara is an equal opportunities employer.