



# **IDA Ireland**

## **Candidate Information Booklet**

**Divisional Manager and  
Member of the Executive  
Leadership Team**

Osborne are proud to be partnering with IDA Ireland in the recruitment of their **Divisional Manager, Technology, Content, Consumer and Business Services** and member of the IDA Executive Leadership Team.

This position will be based in IDA Ireland's headquarters in 3 Park Place, Hatch Street, Dublin 2

IDA Ireland is the government inward investment and development agency for Ireland, focused on attracting foreign direct investment (FDI). We partner with global companies to establish and scale their operations in Ireland. Our team connects multinational companies to investment opportunities, market insights, and business environment analysis.

IDA Ireland sets and achieves ambitious goals in the highly competitive arena of FDI as outlined in our Strategy, *Adapt Intelligently: A Strategy for Sustainable Growth and Innovation 2025-29*. We deliver on objectives of Government and we work to deliver jobs and investments through collaboration with public bodies for the people of Ireland. In addition, we partner with clients to understand their requirements and to provide timely and innovative solutions.

Our organisation's true strength lies in our people, who are the foundation of our success. Our commitment to our team is deeply connected to our core values, which are:

### Énterprising

#### First without fear

Through innovation, courage and conviction, we lead and continuously push boundaries, driving not only success for our global FDI partners, but also shaping brighter outcomes for the people of Ireland.

### Inclusive

#### Always be you

Embracing diversity as our strength, we foster an inclusive culture where every individual is empowered to bring their unique experiences and talents to the table to serve our global partners and to contribute to Ireland's future.

### Resourceful

#### What it takes

Leveraging resourcefulness, tenacity, and agile thinking, we overcome challenges and find opportunities. With an unwavering commitment to a sustainable future, we harness our expertise and vision to achieve remarkable outcomes

### Empowering

#### Where people shine

Nurturing talent and fostering personal development, we empower our employees to shine and excel. By prioritising the well-being and professional growth of our team we ensure sustained achievement and tangible value for clients.

IDA Ireland is now recruiting for the position of Divisional Manager to lead its Global Technology, Content, Consumer and Business Services Division.

The successful candidate will become a member of IDA Ireland's Executive Leadership Team and as such, will demonstrate commitment and actively contribute to the wider organisational change agenda. A strong collaborative mindset, both inside and outside the

organisation, will be required to drive transformation across the relevant client base, including digitalisation and a move to a sustainable economy.

Applicants will be experienced senior business leaders with experience of working in a dynamic environment. They should be comfortable building trusted relationships with senior global business leaders across a range of disciplines, which yield high-impact results. Applicants should be able to demonstrate an in-depth understanding of business transformation within a global business environment, and how Ireland's FDI offerings align with corporate business transformation goals. Familiarity with Government and public sector organisations and their role would be an advantage. The position will involve domestic and international travel and commitment to work outside standard hours.

As an experienced senior leader, the role holder will be expected to contribute to the execution and evolution of organisational strategy and to demonstrate leadership across IDA Ireland.

In addition, the successful candidate will lead IDA Ireland's Global Technology, Content Consumer and Business Services Division, in order to achieve organisational objectives and execute strategic plans. S/he will have senior management experience across a number of business sectors and functions.

The individual must be truly passionate about helping Ireland to win on the international stage, to strengthen the long-term contribution of FDI to the economy of Ireland. S/he will possess a growth-mindset, be results-driven, a great team leader, and committed to the delivery of public service.

#### **KEY RESPONSIBILITIES:**

- Provide organisational leadership and contribute to the strategic direction of IDA as part of the Executive Leadership Team;
- Support the CEO and Executive Directors in the management of the Agency;
- Lead the implementation of the IDA Strategy, *Adapt Intelligently: A Strategy for Sustainable Growth and Innovation 2025 - 2029*, across the relevant Departments and the organisation;
- In tandem with other Executive Leadership Team members, provide values-driven leadership, including the support of an inclusive and diverse organisational culture;
- Provide leadership, set direction, and empower the Departments within the Division to achieve their objectives and goals, including strengthening long term investment and driving transformation across the business;
- Collaborate with colleagues across Government Departments, Agencies, State and Semi-State companies and with other stakeholder groups, ensuring sectoral requirements are understood and that Ireland's value proposition for FDI is competitive and compelling;
- Cultivate and maintain direct strong personal client relationships at the highest level of our clients, both at the global headquarters and among Ireland site leadership, in a complex, competitive and multi-dimensional environment.
- Direct and build IDA relationships with potential new clients, cultivating, assessing and supporting investments aligned to relevant national strategies;
- Drive the transformation agenda within client companies by

- increasing the level of research and development undertaken directly by overseas companies in Ireland and in collaboration with Irish enterprise and academia;
- undertaking initiatives to maintain the strong depth of management and other skills within overseas companies in Ireland as a basis for the attraction to Ireland of additional global corporate responsibilities;
- Drive the digitisation agenda across the client base, to facilitate companies to trial, adopt, deploy and scale digital technologies.
- leading and supporting the decarbonisation and sustainability agenda in client companies in line with strategic agency and national goals;
- Lead, manage and motivate a team of senior managers, and support their development and well-being, helping them achieve their maximum potential;
- Enable and foster strong open working relationships across all areas of the organisation, to support the developments required to secure investments for Ireland and its Regions;
- Drive and take ownership of the development of new initiatives with key stakeholders, through all the appropriate networks;
- Support the Deliver on the of the government national policy/strategies as appropriate.
- Proactively collaborate with and support all Departments across the organisation to ensure the efficient running of the organisation;
- Have good understanding of new sectors and business models which cross the traditional sectoral/business boundaries;
- Ensure that IDA's values are demonstrated and upheld at all times;
- Create a culture of learning and development across the organisation and ensure that personal continuous development is undertaken, driving succession planning across the Division and the overall organisation;

The role holder will also represent the Organisation at conferences, stakeholder and client events, internationally, nationally and regionally;

<b><u>KEY COMPETENCIES REQUIRED</u></b>	
Leadership & Management	Client Focused Relationship Building
Knowledge of the Business	Creativity & Innovation
Negotiation & Influencing	Networking
Sales & Marketing	Project Management
Communications & Personal Effectiveness	



### **KEY SKILLS, KNOWLEDGE AND EXPERIENCE**

- A relevant third level qualification, to minimum Level 8 on the National Framework of Qualifications, is essential in a sectoral/business related discipline;
- A demonstrated ability to anticipate and manage change, and to be a role model for leadership, enabling a diverse and inclusive culture across the organisation;
- Highly effective interpersonal style and communications ability, to relate to key clients and stakeholders at executive leadership levels across a number of fora;
- Ability to contribute to the Executive Leadership Team to drive the strategic objectives of the organisation and achieve results, providing leadership at an organisational and Divisional level;
- An in-depth understanding of the strategic challenges facing IDA, combined with a vision and openness for the future, and ability to generate and implement innovative solutions;
- An in-depth understanding of global business and economic drivers and how Ireland's FDI offering aligns with corporate business goals and objectives;
- International, in market, business experience is a distinct advantage;
- Ability to work well under pressure, demonstrating integrity, energy, and resilience;
- The ability and commitment to undertake an assignment located in one of IDA's overseas markets in the future;
- A full current driving licence is essential;

### **Principal Terms and Conditions**

This position will be at Divisional Manager Level – Grade 1 which has a salary scale of €168,130 (min) to €192,339 (max).

The position will be located at IDA headquarters in Dublin, Ireland.

Other terms and conditions of employment (eg. working hours, annual leave, etc,) are in accordance with Public Service Agreements.

### **The Selection Process**

#### **How to Apply**

The application process is an online one via [idaexec@osborne.ie](mailto:idaexec@osborne.ie)

You are asked to submit:

- A comprehensive CV including an organisation chart
- A short letter of application (no more than 2 pages) outlining a statement of key achievements and where you believe your skills, experience and values meet the requirements of the position.

#### **Closing Date**

Closing date for this position 5<sup>th</sup> January 2026. Your online application must be submitted to [idaexec@osborne.ie](mailto:idaexec@osborne.ie) not later than midnight (GMT) on the closing date.

## Selection

The selection process for this role may involve:

- Shortlisting of candidates, on the basis of the information contained in their application
- A competitive preliminary interview
- Completion of an online questionnaire(s) and follow up one to one interview
- A competitive final interview which may include a presentation
- Comprehensive reference checks and medical assessment
- Any other exercises that IDA may deem appropriate

## Please Note

We will acknowledge receipt of all applications. If you do not receive an acknowledgement within 3 days of applying, please contact Elaine Scilley at [elaine.scilley@osborne.ie](mailto:elaine.scilley@osborne.ie). You can expect to receive emails at the relevant stages notifying you of the next steps in relation to the process. We endeavour to give as much notice as possible for interview dates etc,. Candidates should make themselves available on the date(s) specified.

## Shortlisting

In the event of a shortlisting exercise being employed an expert board will examine the information provided in your application form and assess it against criteria based on the requirements of the position.

## References

It would be helpful if you would start considering names and contact details of 3 suitable referees (including a current employer). Please be assured that the current employer will only be contacted once a candidate is under consideration after final interview.

If you feel you would benefit from a confidential discussion about any aspect of this significant opportunity, please contact Elaine Scilley at [elaine.scilley@osborne.ie](mailto:elaine.scilley@osborne.ie)

*IDA Ireland is an equal opportunities employer and is committed to fostering an inclusive workplace which values and benefits from the diversity of our workforce. We encourage you to reach out to [elaine.scilley@osborne.ie](mailto:elaine.scilley@osborne.ie) should you require assistance or reasonable accommodation during the recruitment process with IDA Ireland.*