



July 2022

CENTRAL REMEDIAL CLINIC ('CRC')

NON-EXECUTIVE DIRECTOR (CHARITY TRUSTEE) - VOLUNTARY ROLE

ABOUT THE CRC

The CRC is one of the largest voluntary organisations in Ireland working with people with disabilities, their families, advocates and supporters since its foundation in 1951. Through the provision of services, at both local and national level, the CRC aims to make a real difference to people with disabilities by providing a range of medical, therapeutic, social, educational, and rehabilitative supports and interventions. The CRC provides services to over 3,600 children and their families each year and supports approximately 305 adults each year. Services are provided from eleven locations in Dublin, a centre in Waterford and a centre in Limerick. Our services are also provided via specialist outreach services to other parts of Ireland.

The CRC is a registered charity, a company limited by guarantee and a Section 38 agency. The CRC receives funding from the HSE, the Department of Education and Skills and from fundraising. Further details on income and governance matters is available in our latest annual report via our website www.crc.ie, along with our current Board members.

ROLE SPECIFICATION

The CRC are in the process of reviewing succession planning for the Board of Directors and are seeking to recruit new voluntary Non-Executive Directors (Charity Trustees) with expertise and/or experience in the following areas:

1. Legal
2. Information Technology & Cyber Security
3. Accountancy

as well as building a pool of Board members with various skills and expertise to fulfil for future appointments and planned retirements from the Board.

The following attributes/skills would be advantageous, but full training will be provided:

- Previous Board or committee level experience, or other representative experience would be an advantage
- Experience of operating with multiple stakeholders and/or involvement in community initiatives.

Key responsibilities of the Directors will include the following:

- Working closely with Board members and Senior Management Team in meeting and achieving the vision, mission and values of the CRC.
- Ensuring appropriate strategies, plans, funds and governance arrangements are in place.
- Working with the Board members and Senior Management Team to shape and implement the strategy for CRC.

PERSON SPECIFICATION

The CRC is seeking Non-Executive Directors (Charity Trustees) who will share the organisation's values of integrity, professionalism and valuing people. Bringing high standards of personal integrity and enthusiasm for disability services, the successful candidate will also have a strong record of delivering organisational change and effective stakeholder management.

Required:

- Skilled and experienced in one or more of the advertised areas, i.e. Legal and IT/Cyber Security and/or accounting.
- Leadership experience: The successful candidate will have a proven track record in strategic planning and successful organisational leadership
- Non-executive experience: The successful candidate may have non-executive / charity trustee experience, ideally as a Board/Committee member/Senior executive in either a not-for-profit or commercial organisation.
- Strong stakeholder management, communication, and interpersonal skills with an ability to build strong relationships between Board members and Senior Management.

Desired:

- Knowledge of the Irish healthcare and disability sectors demonstrating an understanding of the environment in which CRC operates, an advantage



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- Knowledge of regulations, codes and expected standards of compliance in the charity and / or health services sectors
- Awareness of the challenges of public sector delivery within the constraints of increasing quality and risk management accountability.

Candidates must have sufficient time and commitment to be able to fulfil the role. The time commitment required for the role of Non-Executive Directors (Charity Trustees) will include preparation and attendance at:

- Six Board meetings annually
- Annual General Meeting
- Committee Meetings, as required
- Annual Board Strategy Day
- Occasional visits to CRC facilities, Adult Services Council and/or other events/locations.

It is anticipated that the time commitment is at least 15 days per annum and flexibility will be required.

Term of Appointment

The Non-Executive Directors will be appointed for a term of 3 years, with an option to extend the term of office for a second term of 3 years.

In order to qualify for appointment, a person must not have any conflicts of interest or loyalties likely to interfere with his/her ability to assume the role of a Non-Executive Director (Charity Trustee).

APPLICATION PROCESS

Expressions of interest should be sent, in confidence to:

Therese Allen, Company Secretary via email to tallen@crc.ie or in writing to the following address:

Attention: The Company Secretary, Central Remedial Clinic, Penny Ansley Memorial Building, Vernon Avenue, Clontarf, Dublin 3, D03 R973

in the form of a cover letter and CV. All applicants will be acknowledged although the process may take some time.

CLOSING DATE FOR APPLICATIONS

Applications should be received by close of business on 30 September 2022.