



Job Specification

Job Title: Chief Executive Officer

Reports to: Board of Trustees

Location: Flexible/ Working from home

Job Overview: The CEO will be a person with the capacity and enthusiasm to lead Beyond Stigma to shape the goals and vision of the organisation at this time of vibrant development and expansion. But most importantly, they will be committed to the fundamental ethos of the organisation.

Key Objectives:

1. Work with the Board of Trustees to formulate and to deliver the organisation's vision, objective, strategic plan and workplan.
2. Explore and develop strategic partnerships, stakeholder relationships and fundraising options. Ensure the organisation is well administered to meet governance responsibilities.
3. Enhance Beyond Stigma's impact and profile overseas and in Ireland.

Responsibilities and Duties:

Strategic Leadership and Governance

1. Oversee the strategic development of the organisation through research and analysis to determine future programme direction and goals.
2. Provide the Board of Trustees with appropriate financial and performance reports relevant to the discharge of its responsibilities.
3. Ensure the organisation is managed in accordance with statutory regulations and relevant codes of practice. Ensure that potential risks are identified, communicated and managed.
4. Leading and directing staff across the range of programmes; monitoring and evaluating programme implementation and outcomes; and continuous development and improvement of programmes in line with best practice.
5. Advise the Board of Trustees on relevant governance issues and matters of self-assessment and development.



Programme Management

6. Oversee and manage the implementation of Beyond Stigma programmes
7. Monitor and evaluate the implementation of programmes in relation to programme objectives, quality and results, including evaluating the benefits to programme participants, coaches/ facilitators, partners, funders and other stakeholders.
8. Analyze and report on the success of those programmes

Organisational Development

9. Identify and develop strategic partnerships and funding opportunities
10. Develop policy proposals for discussion and decision, as agreed with the Board of Trustees.
11. Engage and maintain relationships with relevant agencies, committees, steering groups, etc. to further Beyond Stigma's strategic goals.
12. Maintain effective relationships with all supporters, alliances, funders and other stakeholders.

Communications and profile building

13. Implement a communications strategy that ensures the organisation is well-placed to deliver on its strategic goals and objectives
14. Represent the organisation in the media, at conferences, networking events another public forums'

Experience:

The successful candidate will have extensive experience in a leadership role /senior management position. The ideal candidate will have experience in the sustainable development/ human rights/ global health arena or related field and with experience of the non-profit organisation.

Education:

The successful candidate will likely hold a primary degree and postgraduate qualification in relevant subject areas and completed further education and training directly related to the subject matter.



Qualities/ Competencies

Candidates should possess the following key skills and attributes:

1. Alignment with Beyond Stigma's ethos and values
2. Excellent leadership skills, to provide strategic vision and direction to the organisation
3. Action oriented person, self-starter, takes the initiative, makes decisions and sees things through to its conclusion
4. Skilled in the management of projects, programmes, people, resources and budget management.
5. Proven track record working in health / human rights / development
6. Experience with the non-profit sector
7. Experience working in the Global South
8. Excellent interpersonal skills including tact, diplomacy and approachability.
9. Excellent communication skills including oral/verbal and written communication, influencing skills and skills of persuasion
10. Flexible and adaptable to working in a changing environment, diverse cultural contexts and in resource constrained settings