

we're
HIRING

Director of Operations

Co-operation Ireland

Candidate Pack

Help bring people together, so that peace can prosper.

For more than four decades, Co-operation Ireland has brought people together across divides, creating opportunities for young people, strengthening communities and building lasting relationships across the island of Ireland.

Today, our work has never been more important.

Every year we work with thousands of young people, community leaders, educators, policymakers and civic organisations to tackle division, inspire leadership and create positive change.

We're now looking for an exceptional Director of Operations to join our Senior Leadership Team and help lead the next chapter of our story.

This is far more than an operational leadership role.

It's an opportunity to shape the future of one of Ireland's leading peacebuilding organisations.

The **Opportunity**

As Director of Operations, you will be responsible for leading the delivery of Co-operation Ireland's ambitious programme portfolio across Northern Ireland and the Republic of Ireland.

You'll provide leadership to almost 40 talented colleagues delivering innovative programmes that transform lives and strengthen communities.

Working alongside the Chief Executive and Senior Leadership Team, you'll ensure our programmes are delivered safely, effectively and with excellence while helping shape the organisation's future strategy and growth.

You'll combine strategic thinking with practical leadership, ensuring we remain innovative, financially sustainable and recognised for delivering outstanding impact.

If you're someone who enjoys leading people, solving complex challenges and turning ambitious ideas into reality, we'd love to hear from you.

What You'll Be **Responsible** For

Lead our people

Inspire, develop and support a high-performing team of programme managers and operational leaders working across the island of Ireland.

Create an environment where people thrive, collaborate and continue to develop professionally.

Deliver excellence

Ensure every programme is delivered to the highest possible standard.

Maintain strong governance, safeguarding and quality assurance while encouraging innovation and continuous improvement.

Shape the future

Help design new programmes responding to emerging social challenges.

Work with colleagues to identify opportunities for growth and build strong relationships with government, statutory agencies, funders and partners.

What You'll Be **Responsible** For

Drive performance

You'll provide leadership on the organisation's management information, ensuring a timely and accurate picture of performance. Working with the senior leadership team you'll bring together information across programmes, people, finance, risk and organisational performance, using insight to identify trends, challenge assumptions, anticipate issues and support confident, evidence-based decision-making.

Be part of the leadership team

As a member of the Senior Leadership Team you'll contribute to organisational strategy, decision-making and culture.

You'll play a leading role in ensuring Co-operation Ireland continues to grow its impact across the island.

Lead operational performance

You'll oversee:

- Programme delivery
- Operational planning
- Performance management
- Risk management
- Safeguarding
- Health & Safety
- Data Protection
- Quality assurance
- Budget management
- Procurement
- Compliance with funding requirements

What **Success** Looks Like

Within your first 12 months you will have:

- Built strong relationships with staff, Board members and partners.
- Created a culture of high performance and collaboration.
- Strengthened operational systems across the organisation.
- Supported the successful delivery of a complex portfolio of peacebuilding programmes.
- Helped develop exciting new opportunities for organisational growth.
- Enhanced Co-operation Ireland's reputation for excellence and impact.

Who We're **Looking For**

Within your first 12 months you will have:

We're interested in outstanding leaders more than perfect CVs.

The essential skills and experience you'll bring should include:

- Significant senior leadership experience in a complex organisation.
- Experience leading large, geographically dispersed teams.
- A track record of delivering complex programmes.
- Strong organisational and operational leadership skills.
- Experience managing significant budgets and resources.
- Excellent judgement in managing risk, governance and compliance.
- Outstanding communication and relationship-building skills.
- The ability to motivate, inspire and develop others.
- A collaborative leadership style with resilience, curiosity and ambition.

Experience within youth work, peacebuilding, community development or the voluntary sector would be advantageous, but we're equally interested in leaders from other sectors who can bring fresh thinking and transferable experience.

Why **Join** Co-operation Ireland?

This is a rare opportunity to help lead one of Ireland's most respected charities.

You'll join a passionate and talented team committed to making a real difference to people's lives.

In return, you'll enjoy:

- A strategic leadership role with genuine influence.
- Hybrid working across Belfast and Dublin.
- Opportunities to shape innovative programmes with national impact.
- Professional development and executive leadership opportunities.
- The chance to help build a more peaceful, connected and prosperous island.
- **Salary:** £70,000–£80,000 (Northern Ireland) / €81,000–€95,000 (Republic of Ireland)
- Generous pension contribution and holiday allowance

If you think you are the person
we are looking for,
please submit either

A CV (*maximum 2 pages*) and a three-minute video telling us why you're excited about this opportunity and what you believe you would bring to **Co-operation Ireland** as our next **Director of Operations**.

OR

A CV (*maximum 2 pages*) and supporting statement (*maximum 2 pages*) explaining:

- Why you are interested in leading operations at Co-operation Ireland.
- The most significant leadership challenge you have faced and what you learned from it.
- How your experience has prepared you to lead large, complex programmes and diverse teams.
- Why you believe peace building, youth leadership and community development matter.

Applications should be sent to
careers@cooperationireland.org by
5pm Friday 28th August.

First round interviews will take place in **Belfast** the **week commencing 14th September.**