

Job Description - Citywide Director

Citywide

Citywide Drugs Crisis Campaign is a national network of community activists and community organisations working to respond to Ireland's drugs crisis.

We promote and support a **community development approach** to drug-related problems. This approach recognises the knowledge, experience and expertise of people and communities most directly affected by drug-related harm and seeks to ensure that they are actively involved in identifying solutions, shaping responses and influencing policy and practice.

We work to support communities, strengthen community participation and development, promote effective responses to drug-related problems, and ensure that the experiences and perspectives of affected individuals, families and communities are reflected in national debate and policy.

Citywide is seeking an experienced, strategic and values-driven Director to lead our national organisation and build on our strong community roots and networks.

Job Purpose

The Director will provide overall strategic and operational leadership for Citywide, ensuring the effective delivery of Citywide's mission, programmes and priorities.

The postholder will have overall responsibility for staff management, strategy and work planning, finance, governance and organisational development. A key priority will be to strengthen Citywide's digital capacity and online engagement, enabling it to extend its reach while maintaining and developing its strong community-based and participative approach.

The postholder will also play a key role in maintaining and developing Citywide's national networks, representing the organisation publicly and ensuring that the experience and perspectives of affected communities are reflected in policy and public debate.

Key Responsibilities

1. Campaign, Networks, Public Representation and Advocacy

- To plan, develop and carry out campaigning & lobbying activities on behalf of Citywide
- Maintain, strengthen and develop Citywide's existing national network of community activists, community organisations and other stakeholders.
- Develop new relationships and partnerships that extend Citywide's reach, influence and impact.

- Act as a public spokesperson for Citywide, representing its views and the experiences of the communities it works with.
- Represent Citywide with government, statutory agencies, community and voluntary organisations, networks, EU, funders, the media and other relevant stakeholders.
- Communicate Citywide's work and perspectives effectively through media, public events, presentations, publications and digital platforms.
- Promote Citywide's community development approach to Ireland's drugs crisis and ensure that the experiences and perspectives of affected communities inform public and policy debate.
- Analyse relevant government policy, legislation, research and reports and identify implications for communities.
- Identify emerging issues and opportunities for Citywide to contribute to national policy and public debate.

2. Digital Development and Communications

- Lead the organisation's development of digital capacity, communications and online engagement.
- Develop and implement effective digital approaches to increase participation, communication and engagement with community activists, organisations and wider stakeholders.
- Strengthen Citywide's digital presence and use of appropriate technologies while ensuring that digital engagement complements its established community-based approach.

3. Strategic and Organisational Leadership

- Provide effective leadership and direction in line with Citywide's mission, values and strategic objectives.
- Lead the development, implementation and review of Citywide's strategy, annual workplans and priorities.
- Oversee the effective delivery of programmes and activities and ensure appropriate monitoring, evaluation and reporting.
- Identify opportunities to strengthen Citywide's reach, influence, effectiveness and sustainability.

4. Staff and Resource Management

- Manage, support and develop staff, promoting a collaborative, inclusive and effective working environment.
- Ensure appropriate systems, policies and procedures are in place to support effective organisational management.
- Manage organisational resources effectively and ensure appropriate use of staff time and other resources.

5. Finance and Governance

- Have overall responsibility for financial management, including budgeting, financial planning, monitoring and reporting.
- Work closely with the Board of Director's to support effective governance, accountability and strategic oversight.
- Ensure compliance with relevant legal, regulatory, funding and governance requirements.
- Identify and pursue opportunities for organisational development and sustainable funding.

Person Specification

Essential

- Comprehensive knowledge and understanding of broader social exclusion issues and policy responses and an understanding of the Irish social and public services infrastructure
- Experience of leading or managing an organisation, team or significant programme of work.
- Experience of strategic planning, work planning, financial management and organisational governance.
- Strong understanding of and commitment to the principles of community development and community-based approaches to social issues.
- Excellent communication, interpersonal and relationship-building skills, including the ability to represent an organisation publicly.
- Ability to develop and maintain effective networks and partnerships.
- Experience or strong understanding of digital communications and online engagement.
- Ability to work independently, manage competing priorities and provide effective leadership in a small organisation.
- Experience in working on partnership and interagency structures & a proven capacity to network effectively.
- Knowledge and understanding of Ireland's drugs crisis, drugs policy and community responses to drug-related issues.

Desirable

- Experience of working with community and voluntary organisations, networks and/or advocacy organisations.
- Experience of media engagement, public advocacy or policy development.
- Experience of fundraising, grant management and working with statutory or philanthropic funders.

Key Attributes

The successful candidate will be a **collaborative, strategic and values-driven leader** who is able to combine a strong commitment to community development with the practical skills required to lead a small national organisation. They will be confident in developing relationships, representing the organisation publicly and embracing new digital opportunities while valuing the organisation's established networks and community roots.

Closing date for applications is **October 13th 2026**

Interviews for shortlisted candidates: **22nd October 2026**

For further information about Citywide see our website or contact ruth@citywide.ie
