

Job Vacancy: Risk and Compliance Manager

Background

Skillnet Ireland is a business support agency of the Government of Ireland. Our mandate is to advance the competitiveness of Irish businesses through enterprise-led talent development. Skillnet Ireland partners with more than 70 enterprise bodies, providing talent development, upskilling and innovative business supports to 21,000 businesses and 80,000 workers throughout the country every year. Skillnet Ireland has been recognised as an international best-practice model by the EU Commission, the OECD and the ILO, among others.

At Skillnet Ireland, our people are our greatest strength, are at the core of our culture, and the driving force behind our success.

Our stakeholders are the leading employer and employee representative bodies such as Ibec, Chambers Ireland, CIF and Irish Congress of Trade Unions. Skillnet Ireland is funded from the National Training Fund through the Department of Further and Higher Education, Research, Innovation and Science.

Role Overview

Reporting to the Chief Operating Officer (COO), we are looking for a commercially astute individual with significant risk and compliance experience.

The successful candidate will be responsible for oversight of the Skillnet Ireland Risk Management Framework and assisting in the identification, evaluation, management, and monitoring of applicable risks.

This is an exciting leadership opportunity in a growing and dynamic agency.

Key Responsibilities

- Report to the Audit and Risk Committee and Board quarterly on all aspects of risk and compliance as they relate to the activities of Skillnet Ireland.
- Lead, coach and develop two staff members, sustaining a culture of high performance, operational excellence and continuous improvement.
- Work with the Leadership Team to develop and enhance the existing Risk Management Framework.
- Proactive oversight and management of the Risk Management Framework, including aspects relating to risk identification, aggregation, analysis, monitoring, mitigation and reporting.
- Proactive analysis and identification of potential risks arising from existing and new operating models.
- Monitor compliance of enterprise partner organisations (Skillnet Business Networks) with Skillnet Ireland contractual requirements and operating guidelines.
- Ensure that Risk Management is an integrated part of strategic planning, project planning and decision-making processes within the organisation.



- Monitor the organisation's compliance with public procurement guidelines, and various regulatory obligations as they apply to Skillnet Ireland.
- Responsible for monitoring compliance with the General Data Protection Regulation (GDPR).
- Oversight of the delivery of the internal audit compliance programme for Skillnet Ireland, Skillnet Ireland funded programmes and enterprise groups in receipt of Skillnet Ireland funding.
- Embed a strong risk and compliance culture throughout the organisation and with our enterprise partners to protect and advance the reputation of Skillnet Ireland.
- Effectively communicate risk and compliance related matters internally at Executive and Board level and externally to enterprise partners in receipt of Skillnet Ireland funding.

The Individual

- Significant experience in managing an Operational Risk/ Risk Management Framework.
- Experience of managing a risk management team in a complex operating model within the public sector is desirable.
- Degree and/or relevant professional qualification (e.g. Risk Management, Compliance, Audit, Finance).
- High level of technical competence in risk management with a track record of achievement, including experience in:
 - Enterprise risk management;
 - Operational risk management;
 - Monitoring and reporting on compliance; and
 - A strong understanding of best in class Corporate Governance practices, application & execution.
- Strong analytical and problem-solving abilities, and high attention to detail.
- Capable of demonstrating political and commercial acumen, with a track record of effectively managing in a complex stakeholder environment.
- Sound judgement, taking personal responsibility for the delivery of objectives and overcoming challenges.
- Excellent writing skills, with the capacity to write concisely and accurately for different audiences.
- Strong interpersonal skills with the ability to network, build relationships and engage effectively with, and influence, stakeholders at all levels of seniority.

Application Details

Interested candidates should email a comprehensive CV and supporting letter outlining why you should be considered for this position and what strengths you would bring to the role to recruitment@skillnetireland.ie. The closing date for receipt of completed applications is by 5pm, Tuesday, May 31st 2022.

An attractive and competitive package will be offered to the successful candidate.

This is a permanent position, subject to a standard probationary period, based in Sandyford, Dublin 18.

Further information on Skillnet Ireland is available at www.skillnetireland.ie

Skillnet Ireland is an Equal Opportunities Employer.