



**An Roinn Fiontar,
Turasóireachta agus Fostaíochta**
Department of Enterprise,
Tourism and Employment

**Appointment of a Chairperson to the Board of the FÉILTE DHUIBH LINNE
CUIDEACHTA FAOI THEORAINN RÁTHAÍOCHTA - St. Patrick's Festival**

Closing Date:

4.00 pm on Friday, 26th September 2025

The Minister for Enterprise, Tourism and Employment is seeking to
appoint a suitably qualified candidate as

Chairperson of St. Patrick's Festival.

For full details on the appointment and the application process please
see the Information Booklet below. Applications should be emailed to
spf2025@enterprise.gov.ie together with your Curriculum Vitae and
cover letter by 4.00 pm on Friday, 26th September 2025.

Appointment of a Chairperson to the Board of the St. Patrick's Festival Company

Location: Unit 1, Blackhall Green, Blackhall Place, Dublin D07NY07 or other locations in Dublin

Number of Vacancies: 1 Chairperson

Remuneration: Nil. Travel and subsistence are payable at the appropriate civil service rate.

Time Requirements: Approximately 12 x 2-hour meetings per annum. 3-4 days per annum will also be required for attending events, photocalls and other meetings outside of the meetings of the company and sub- committees.

Term: 4 years

1. Background

St. Patrick's Festival, a registered charity, was established by the Government of Ireland in November 1995. The principal aim of the St. Patrick's Festival, since its inauguration, is to develop a major annual international festival around the national holiday over which the 'owners' of the festival, the Irish people, would stand proud. It sets out to reflect the talents and achievements of Irish people on many national and world stages, and it acts as an exciting showcase for the manifold skills of the people of Ireland, of every age and social background.

The main object for which the Company is established is to organise, control and manage the annual national St. Patrick's Festival in Dublin for the purpose of the promotion, celebration and advancement of the arts, culture, and heritage of Ireland for the benefit of the community and the public good.

2. Current Board Members and Directors

Board Members
Dublin Chamber of Commerce
Fáilte Ireland
Irish Tourism Industry Confederation
Tourism Ireland
RTÉ

Board Directors	Role or Agency
Clare Aherne	Art Director, Verve Live Agency
Orla Carroll	Director of Product Development, Fáilte Ireland
Shane Clarke	Recently retired (in May 2025) Director of Corporate Services, Policy & Northern Ireland, at Tourism Ireland <ul style="list-style-type: none"> Acting Chairperson of the Board
Peter Cosgrove	Managing Director, Futurewise
Dermot Horan	Director of Acquisitions and Co-Productions, RTÉ
Sonya Lennon	Entrepreneur and founder of Work Equal, LIFT Ireland and Lennon Courtney
Eoghan O'Mara Walsh	CEO of Irish Tourism Industry Confederation (ITIC)
Aidan Power	Director of Marketing, Tourism Ireland
Lord Mayor Ray McAdam	Lord Mayor of Dublin (ex-officio capacity as Board observer)

3. Person Specification and Skills of Chairperson

The Minister for Enterprise, Tourism and Employment is seeking to appoint a suitably qualified candidate as Chairperson of St. Patrick's Festival. The Minister welcomes applications representative of the diversity of the Irish population, particularly reflecting gender, geography and cultural interests.

It is desirable that candidates demonstrate the following:

Qualities

- The Chairperson is responsible for leadership of the Board and ensuring its effectiveness on all aspects of its role.
- The Chairperson should display high standards of integrity and probity and set expectations regarding culture, values, and behaviours for St. Patrick's Festival and for the tone of discussions at Board level.
- Ability to build strong relationships with stakeholders, and other board directors to enhance the organisation's reach and impact.
- Solid experience of dealing with and understanding diverse stakeholders as well as the ability to work effectively as part of a team.
- Knowledge of corporate governance principles, roles and responsibilities and fiduciary duties of a director.
- Effective communication skills whilst having a sound understanding of the importance of diversity and inclusion.
- Open to new ideas, innovations and perspectives, embracing change and adaptability to evolving circumstances.

4. Assessment Process

An Assessment Panel (the Panel) will be convened by the Department of Enterprise, Tourism and Employment to consider and assess the expressions of interest received.

The panel will:

- Review and discuss the applications received against the specific appointment criteria for the role, as advertised in this Information Booklet;
- Assess potential applicants further, once they meet the specified appointment criteria by undertaking any or all of the following steps:
 - consideration of the written applications; and/or
 - meeting/conference call; and/or
 - referee checks; and/or
 - any other selection or verification method deemed appropriate (this may include requiring statutory declarations from shortlisted applicants as to the bona fides of the qualifications and experience contained in their applications);
 - arrive at a shortlist of suitable applicants to be sent forward for consideration by the Minister.

Please note that publicjobs, the Department of Enterprise, Tourism and Employment or St. Patrick's Festival will not be responsible for any expenses incurred by applicants as part of the selection process.

5. Term of Appointment

Appointments to St. Patrick's Festival will be for an initial period of 4 years, with an option to extend the term of engagement for a second term of 4 years, subject to:

- The Minister may at any time terminate the appointment of the Chairperson.
- Appointment to the Board is subject to the Memorandum and Articles of Association of the St. Patrick's Festival
- This is a voluntary non-executive position and is Dublin based with most meetings taking place in Dublin 7 with advance notice.

6. Submitting your Expression of Interest

Your submission should be made by email spf2025@enterprise.gov.ie together with your curriculum vitae and a cover letter outlining, with reference to the person specification criteria above, the specific expertise you would bring as Chairperson of St. Patrick's Festival. The closing date for the receipt of applications is 4.00 pm on Friday, 26th September 2025.

IMPORTANT NOTE

Please take care when submitting your expression of interest. As the Assessment Panel will generally make its recommendation(s) based on consideration of the documentation which you submit, it is most important that you *ensure your cover letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the Board position specified in this booklet.*

This will help ensure that the Assessment Panel is as informed as possible as to the basis for your candidature and why you believe you are a person who could potentially be appointed to this Board.

7. Confidentiality

Subject to the provisions of the Freedom of Information Acts, 2014, applications will be treated in strict confidence. All enquires, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process. Certain items of information, not specific to any individual, are extracted from computer records for general statistical purposes.

8. Data Protection Acts 1988 to 2018

The Data Protection Act 2018 provides that the processing of personal data shall be lawful where such processing is necessary for the performance of a statutory function of a controller. By submitting your personal data (including your name, address, contact details and details of your education and work history contained in your curriculum vitae and cover letter), you acknowledge that such data may be used by the Department of Enterprise, Tourism and Employment as part of the selection process.

If your application is assessed and you are considered to be a suitable candidate for appointment your details including your CV and cover letter (and any additional supplementary information requested as part of the application process), will be forwarded to the Minister. The Department will act as data controller of your data and will retain it for up to one year following the appointment/s. You may request the withdrawal of your application at any point during the process.

Closing date for applications: 4.00 pm on Friday, 26th September 2025