



CHIEF EXECUTIVE OFFICER

Candidate Briefing Document



**Salesians
of Don Bosco
Ireland**

ABOUT THE ORGANISATION

The Salesians of Don Bosco Ireland is this country's Province of the international religious order known as the Salesian Society of Don Bosco.

Worldwide, we as a religious order have over 16 000 members – Brothers and Priests, working in 134 countries. We represent a broad range of initiatives in schools, parishes, chaplaincies, community outreach and care homes, and are involved in youth ministry, spiritual direction, retreat work, university work and international missionary work.

Find out more about Salesian Ireland at www.salesiansireland.ie



VISION

A society where young people are encouraged to imagine their future with faith and hope.

This vision is intentionally: Simple and inclusive - capturing a belief in young people without limitation, Future-facing and flexible - applicable to all settings, Deeply Salesian - rooted in Don Bosco's charism of hope and belief in youth, and Youth-aligned.

MISSION

Inspired by the joy and hope of Don Bosco, we believe in the potential of young people. We walk alongside them, helping them to discover their purpose through presence, education, faith, and support.

VALUES

- **Loving Kindness and Gentleness:** this is at the heart of everything we do.
- **Presence:** being proactively available and engaged with young people.
- **Faith:** living out the joy and hope of Don Bosco in how we serve, support, and inspire.
- **Inclusion:** welcoming every young person as they are.
- **Belief in Young People:** seeing the potential of every young person, even before they see it themselves.

GOVERNANCE

The Salesians of Don Bosco Ireland is a registered charity and CLG. The organisation is overseen by the Provincial Council, which serve as the voluntary Board of Directors.

RESOURCES

In the year ending December 2024, the organisation had an annual income of €5,158,829 and expenditure of €5,132,041.

The organisation employs a 45 staff across the Salesian communities, the Mission Office and the Pallaskenry Agricultural College and Farm.

ETHOS

The person who holds this position is expected to be familiar with, and have regard to, the values of the Salesians of Don Bosco Ireland and work within that framework.

They must be prepared to operate within the Salesian ethos and ensure that people of all Christian denominations and other religious faiths have their spiritual needs respected.



CONTEXT FOR APPOINTMENT

Following an organisation-wide review, the Salesians of Don Bosco Ireland have approved the creation of the first Chief Executive Officer position within the organisation, marking a pivotal moment in shaping their future direction. Central to the review is the recognition of a changing landscape and the need to develop new income streams and pathways for sustainable impact.

The establishment of a new lay CEO role will provide dedicated operational and strategic leadership and enable the Provincial, Provincial Economer and Provincial Council to refocus on their core mission, delivering on the charism and ethos across the Salesians activities and entities.



THE POSITION

Title	Chief Executive Officer
Reporting to	The Provincial and Provincial Council (Board of Directors)
Place of Work	Salesian House, Crumlin, Dublin 12 (weekly onsite presence in Pallaskenry, Co. Limerick)
Contract Type	Initial 3-year contract, following successful completion of 6-month probationary period
Working Hours	Full time

ROLE SUMMARY

This key role will be responsible for developing and executing a strategic plan to maximise revenue streams and to deliver the faith based and social enterprise goals of the organisation. The CEO will provide the highest level of operational leadership, ensuring robust governance and long-term stability.

They will build strong, trusted partnerships across Salesian communities, the agricultural college and farm, the Mission Office, secondary schools and all affiliated organisations, strengthening cohesion and shared purpose in order to achieve the Salesians of Don Bosco strategic objectives in accordance with its vision, core purpose and ethos.

Strategic Leadership

- Provide exceptional leadership to enable the organisation to flourish in supporting its mission by demonstrating the values and ethos of the Salesians of Don Bosco, inspiring others to do the same.
- Work with the Provincial Council to develop the organisation's strategic direction, taking the lead in developing short, medium and long-term plans aligned with our vision, mission and purpose.
- Build on a positive staff culture, motivating and inspiring volunteers and staff to maintain and develop excellent performance in all activities.

Operational Efficiency and Human Resources

- Oversee organisational operations to ensure they are efficient, sustainable and aligned with the needs of the young people served and the strategic vision of the organisation.
- Maximise the effective use of resources and drive continuous improvement by monitoring activities, using feedback and data, and ensuring all work remains necessary, compliant and purpose-driven.
- Oversee all human resources functions, ensuring legal compliance and robust policies for recruitment, retention, performance, development and exit.





Financial Management

- Working with the Provincial Economist, oversee the financial wellbeing of the organisation, maximising its financial performance and managing its assets and resources effectively.
- Manage the operational budgets and ensure that the Provincial Council receive regular financial updates, reports and forecasts on the financial performance of the organisation and that it is aware of financial implications of decisions.
- Seek opportunities for and develop new income streams in addition to continually monitoring and enhancing the sustainability of existing streams.
- Take accountability for the preparation and effective management and monitoring of the organisation's accounts and for maintaining robust financial controls.



Stakeholder Engagement and Communications

- Act as an ambassador for the Salesians of Don Bosco, building and nurturing strategic partnerships across the education, community, voluntary and wider sectors.
- Strengthen relationships with secondary schools, aligned organisations and external partners to maximise collaboration, supporting shared learning and identifying opportunities for future growth.
- Ensure strong internal communication systems and maintain effective channels of communication with all stakeholders across the wider Salesian Province.
- Work with the Communications Officer to develop and deliver an integrated marketing and communications strategy across all appropriate media channels, ensuring consistent, values-aligned branding and raising the organisation's profile and reputation.

Governance, Risk and Compliance

- Take overall responsibility for the organisation's legal, risk and statutory requirements, ensuring compliance with all relevant legislation and the Charities Governance Code.
- Keep the Provincial Council well-informed through timely reporting to ensure effective governance and strategic alignment.
- Maintain an up-to-date risk register, ensuring risks are regularly reviewed and mitigated.
- As a member of the Finance, Audit and Risk Committee, support high standards of governance and ensure the Board fulfils its constitutional, regulatory and legal obligations.
- Ensure the effective implementation of all organisational policies, including safeguarding and health and safety, to protect young people, staff and volunteers.

These duties are a guide to the general range of responsibilities and are neither definitive nor restrictive. The post-holder may from time to time have to undertake any other duties commensurate with the post, as designated by the Board of Directors.



PERSON PROFILE

This role calls for an ambitious and empathetic leader with a deep commitment to support young people to realise their potential.

The CEO will pair strong financial planning and strategic delivery skills with the creativity, resourcefulness and commercial mindset required to guide the organisation through its next chapter of growth and change. They will demonstrate personal resilience and will be comfortable making difficult decisions while maintaining integrity, optimism and clarity.

A strategic communicator with exceptional interpersonal skills, the successful candidate will be able to build trusted relationships quickly and will champion the Salesian ethos and lead with credibility, vision and a charity heart.



CORE COMPETENCIES AND SKILLS



Core Criteria	Essential	Desirable
At least 10+ years' experience in a leadership function and a track record of developing and delivering on successful strategic plans with real achievements	✓	
A deep understanding of, and empathy with, the mission of the Salesians of Don Bosco Ireland	✓	
A leadership style which encourages, motivates, inspires and develops staff and volunteers	✓	
Ability to interact with a board and deliver effective governance and risk management	✓	
Experienced in engaging with a diverse range stakeholders at a senior level and developing strong external public relationships, promoting and representing an organisation	✓	
Effective financial planning and budget management and the ability to ensure long-term financial sustainability of an organisation	✓	
Operational experience of revenue generation and the ability to maximise organisational assets	✓	
Securing funds and working with funding partners and grant making organisations	✓	
Experience of working in the community and voluntary sector or in a faith-based organisation, particularly with children or young people	✓	
Understanding of issues relating to equality, diversity, health and safety and the safeguarding of young people	✓	
A record of change management experience, delivering on cultural or structural change	✓	
Highly effective decision-making skills with excellent analytical and problem-solving abilities and the tools to manage the conflict between living our values and making sometimes difficult business decisions	✓	
Driver's license and access to own car.	✓	
A professional qualification in one or more areas relevant to this role		✓

If this role is of interest to you and you believe you have what it takes to be successful, but don't necessarily believe that you meet every single criterion above, please do still get in touch so we can discuss further how you may be a fit.

PRIORITIES FOR POST HOLDER IN FIRST 6 MONTHS

In your first 6 months in the role, you will lead on the following priorities:

- ✓ To develop, in consultation with the Provincial and his Council, a strategic plan using the four pillars of Salesians as One, Youth Voice, Collaboration and Organisational Strength as a central focus.
- ✓ To put in place a communication and support structure that brings together the entities within the organisation's reach, sharing learning and leveraging opportunities.
- ✓ To effectively build relationships across the organisation, helping all stakeholders to adapt to an altered working environment.
- ✓ To deliver increased returns on assets, creating an early financial win.
- ✓ Bring to life our newly developed vision, mission and values, ensuring they are embedded across the organisation, supporting our goal of Salesians as One.
- ✓ To implement an internal support structure to enhance operational effectiveness .
- ✓ Work with the Implementation Facilitation Group to implement the recommendations arising from our recent Organisation Review.

REMUNERATION

The starting salary for this role is expected to be within the range of **€115,000 - €125,000** per annum, commensurate with experience.

Non-pay related benefits include:

- 30 Annual Leave days (including some Salesian close days)
- Mileage allowance in line with civil service rates



APPLICATION PROCESS

Recruitment for this role is being managed exclusively by 2into3.

If you are a values-driven senior leader looking to take on a rewarding role, please send your CV and cover letter to **Orla Dolan, Consultant - Talent, 2into3**. Your cover letter should outline what attracts you to the mission and values of the Salesians and how your skills and experience are a fit for the role.

The closing date for applications is **Friday 12th December 2025**.

All enquiries regarding the role will be held in strictest confidence.

- **E-mail** orla.dolan@2into3.com
- **Mobile** + 353 86 792 4696
- **Address** 2into3, The Academy, 42 Pearse Street, Dublin 2, D02 YX88
- **Website** www.2into3.com

The Salesians of Don Bosco Ireland is an equal opportunities employer committed to a diverse work environment and welcomes suitably qualified applicants from all sections of society.

At 2into3, we endeavour to make all reasonable accommodations to facilitate the participation of candidates in the recruitment process. Please let us know if you require any specific accommodations at any stage of the recruitment process.

All expressions of interest and applications received will be processed in accordance with GDPR requirements; please review our [Privacy Statement](#).

This position will be offered subject to pre-employment reference checks and Garda vetting.

