



***Director of Human Resources
Human Resources
Permanent***

Dublin City University

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission ‘to transform lives and societies through education, research, innovation and engagement’. Known as Ireland’s ‘University of Enterprise’, DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU’s pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world’s Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

In addition to providing education, the University operates a number of commercial companies.

Overview of the Department

The Human Resources Department has a staff of over 50 people. The department is responsible for the delivery of the HR function both on a strategic and on a day-to-day operational basis.

Role Profile

Reporting to the President, the Director of HR is responsible for leading and managing the HR function both on a strategic and ongoing day-to-day operational basis. The successful candidate will be a customer-focused leader, providing proactive support, advice and solutions. They will be responsible for the development of a human resources strategy, which will address people management and cultural priorities in order to support the University's strategy. The Director of HR is a member of the DCU Senior Management Team and a number of key decision making bodies within the University.

The individual appointed must demonstrate sound judgement and decision making, and have a track record in positively driving change, developing culture and employee engagement across the University, while demonstrating a commitment to providing excellent service and living the University's values. The individual will have a commitment to service values, positively drive change, culture development and employee engagement across the University

The Director of HR is a member of the DCU Senior Management Team and the following key decision making bodies within the University:

University Executive
Budget Committee
Heads & Deans Group

The HR Director attends the Governing Authority Meetings in addition to chairing a number of University committees.

They are also responsible for holding board positions on a number of the subsidiary companies of the University in the DCU Commercial Group.

Applicants must have significant demonstrable Human Resources experience at executive level and must demonstrate strong leadership coupled with transformation experience for an organisation of scale and complexity. They must possess the business acumen and gravitas to meet the challenge of this senior role. Applicants should be comfortable at handling competing strategic and operational demands whilst ensuring an effective workforce is delivering on the University's strategic objectives. Applicants will possess excellent interpersonal and communication skills together with experience of excellent senior stakeholder management and influencing skills.

The successful applicant will be instrumental in establishing and delivering an ambitious HR strategy that will balance organisational change and streamlining with evidenced commitment to employee engagement, partnership, equality and inclusiveness. They will be responsible for developing a culture review program, incorporating measurable milestones, against which progress will be visible across the entire University community.

This highly visible role requires resilience, political acumen, strategic vision, tactical skills and, above all, leadership to provide impact both inside and outside the organisation.

Ideally educated to postgraduate level in a relevant area, the successful applicant will have significant strategic Human Resources executive-level experience. They will have a real 'can do'

attitude and be able to evidence significant experience of working at executive level as part of a senior team through periods of organisational change without losing operational focus. They will demonstrate an understanding of working in complex, diverse organisations, with trade unions; and demonstrate outstanding staff management and leadership experience. They will be able to show a strong track record in influencing organisational culture.

Duties and Responsibilities

- Implement and enhance the human resources strategy for the University, in the context of the University strategic plan, which supports the mission and strategic objectives of the University.
- Contribute to the University's ethos of inclusivity by promoting and enhancing diversity and equal opportunity across all areas of the university.
- Lead and manage the Human Resources function to deliver cost effective excellent service and advice on all aspects of leadership development, management and performance management of staff in DCU
- Strengthen the human resource policies for the University to meet the changing operational needs of DCU.
- Provide guidance within the University in relation to organisational design and development.
- Deliver a strong customer and quality focused service with a continuous improvement ethos.
- Develop a plan to transform the University culture in line with the output from a cultural audit.
- Provide timely and accurate management information to the Executive Committee to assist in strategic and operational planning.
- Promote best practice and ensure consistency in the application of HR policies and procedures across DCU.
- Promote good practice across the University in developing and managing the performance of staff.
- Devise and support effective leadership initiatives to ensure the ongoing development, management and leadership capability across the University.
- Ensure good relations between the University, its employees, and their representative organisation.

Knowledge and Experience

Candidates must demonstrate a good understanding of the following essential areas:

- HR Strategy
- Organizational Effectiveness
- Human Resource Management
- Organisational Development
- Workforce Planning
- Industrial Relations
- Dealing with multiple stakeholders with wide ranging interests.

Qualifications and Experience

Essential

- A relevant 3rd level qualification in Human Resources, Communications, Business, Psychology, or a relevant field.
- Minimum of 10 years' experience in Human Resources; ideally gained across a variety of organisations.
- A minimum of 5 years' experience at/ working with senior management level within organisations.
- Experience in a large and complex organisation.
- A practical appreciation of the challenges faced by a University in the context of ongoing public service reform together with a good understanding of the third level sector.
- Knowledge of best practice and experience in the implementation of performance management and development systems.
- Experience of successfully delivering in a unionised environment.

Desirable

- Relevant postgraduate qualification. Membership of the Chartered Institute of Personnel and Development (CIPD) or equivalent.
- Knowledge and experience of working within the higher education or wider Public Service.
- Human Resources experience obtained across a variety of organisations including the private sector.
- Management level experience in functions other than HR.

Skills & Personal Attributes

- Clear strategic thinking appropriate to the role of Director of Human Resources.
- Ability for sound decision making
- The ability to motivate and develop a team of senior managers
- Evidence of leadership and commitment to advancing gender equality and diversity.
- Well-developed influencing skills, proven ability to relate well to other people in a wide range of contexts and levels; as well as working collaboratively with a wide range of stakeholders.
- Strong organisational and prioritisation skills, with the capability to manage multiple priorities with competing deadlines.
- Excellent analytical skills including attention to detail combined with the skill to communicate concisely with senior colleagues, stakeholders and experienced academics both within and outside the University.
- A high level of commitment to the role, with a results focused attitude.
- An ability to innovate and apply HR best practice in a university environment.
- A commitment to personal learning.

Essential Training

The postholder will be required to undertake the following essential compliance training: Orientation, Health & Safety and Data Protection (GDPR). Other training may need to be undertaken when required.

Salary: €124,683 - €157,612

Appointment will be commensurate with qualifications and experience and in line with current Government pay policy

Closing date: Friday 07th October 2022

For more information on DCU and benefits, please visit [Why work at DCU?](#)

Informal Enquiries in relation to this role should be directed to:

President, Prof. Daire Keogh, Dublin City University.
Phone + 353 (0)1 7005116 Email: daire.keogh@dcu.ie
Deputy President, Prf. Anne Sinnott, Dublin City University
Phone: +353 (01) 7005659, Email: anne.sinnott@dcu.ie

Please do not send applications to this email address, instead apply as described below.

Application Procedure:

Application forms are available from the DCU Current Vacancies website at <https://www.dcu.ie/hr/vacancies-current-vacancies-external-applicants>

Applications should be submitted by e-mail with your completed application form to hr.applications@dcu.ie

Please clearly state the role that you are applying for in your application and email subject line: #NR249 Director of Human Resources.

Dublin City University is an equal opportunities employer.

In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.

The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)