



Applications are invited from suitably qualified candidates for the following position

***Director of Estates  
Office of Chief Operations Officer  
Permanent Contract***

**Dublin City University**

Dublin City University [www.DCU.ie](http://www.DCU.ie) 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 and Transformation', it is committed to the development of talent, and the discovery and translation of knowledge that advances society and the economy. DCU is the Sunday Times Irish University of the Year 2021.

The University is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. It currently has more than 18,000 students 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 creating a transformative student experience, and its positive social and economic impact. This exceptional commitment on the part of its staff and students has led to DCU's ranking among the top 2% of universities globally. It also consistently features in the world's Top 100 Young Universities (currently in QS Top 70 Under 50, Times Higher Top 150 Under 100).

DCU is placed 84th in the world, in the Times Higher Education University Impact Rankings – measuring higher education institutions' contributions towards the UN Sustainable Development Goals. Over the past decade, DCU has also been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

**Overview of the department**

DCU has over 19,000 students across its three academic campuses comprising 140 acres, 78 buildings totalling over 250,000m<sup>2</sup> of facilities. With a staff complement of 65 plus approx. 200 contract staff on campus fulltime and an annual operating budget of €14m, the development, operations and maintenance of this infrastructure is the responsibility of the Director of the Estates and he/she plays a key role in University master planning and the design, procurement and delivery of new facilities.

DCU is seeking to appoint a Director of Estates with the appropriate experience, skills and attitude to lead the Estates function both operationally and strategically.

**Role Profile**

The purpose of this senior University post is to provide leadership and direction across the Estates Office and its reporting units, while also contributing to the overall advancement of the University.

## **Duties and Responsibilities**

Please refer to the job description for a list of duties and responsibilities associated with this role.

## **Qualifications and Experience**

- A relevant third level primary degree qualification or equivalent in such area as: engineering, architecture, surveying, project management, planning, or property and estate management.
- Buildings and estates management, development management, programme management or construction management, at a senior level for a minimum of 10 years in a university or third level educational or research environment, or in an environment of demonstrable similar complexity and scale
- Senior leadership experience including experience of leading large teams/departments through a period of significant transformation and the leadership of a large diverse team in a large complex organisation.

## **Desired**

- Experience of representing a large organisation in dealing a complex stakeholder based including Government Departments.
- Demonstrate strategic insight into the challenges in the Irish Higher Education sector.
- Excellent interpersonal, written and oral communication skills.
- They must be able to build strong stakeholder relationships and play a key strategic role in enabling the University to fulfil its potential.
- Strong business acumen is essential, along with the proven ability to develop and deliver strategic objectives.
- Experience of working in the Higher Education sector would be an advantage.
- Leadership in situations that are challenging, complex, and uncertain.
- Conceptualising, problem-solving, decision-making, analysis, and critical thinking.
- Leadership roles in successfully completed construction/development projects, or relevant programmes, of a significant or transformational scale.
- Strategic planning e.g. Estates planning, Master planning, statutory planning and site planning.
- A postgraduate qualification as well as evidence of on-going professional development is highly desirable.
- Prove ability in negotiation and conflict resolution, particularly with local authorities, regulators, contractors and service providers.
- Communicating effectively with a wide range of stakeholders, and developing high impact written communications, including formal reports, submissions, and presentations.
- Networking and keeping up to date with relevant industry developments, trends, and best practice through, for example, membership of relevant professional bodies, and participation in national/international expert fora and professional networking groups.

## **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 Scale:** €123,449 to €156,051\*

\* Appointment will be commensurate with qualifications and experience

**Closing date: Friday, 17<sup>th</sup> December 2021**

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

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

Informal enquiries to: Dr. Declan Raftery, Chief Operations Officer, Dublin City University. Email: [declan.raftery@dcu.ie](mailto:declan.raftery@dcu.ie) Tel: +353 1 700 5117

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> (external applicants)

Applications should be submitted by e-mail with your completed application form to [hr.applications@dcu.ie](mailto:hr.applications@dcu.ie)

**Please clearly state the role that you are applying for in your application and email subject line:  
Job Ref #BC210913 Director of Estates**

*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](#)*