



Fáilte Ireland (The National Tourism Development Authority) is the State organisation responsible for promoting and supporting the development of tourism as a key driver of economic growth in Ireland. It provides strategic leadership and a range of practical business solutions to foster competitive tourism enterprise, encourage innovation and support policy formulation to help position and sustain Ireland as an attractive and compelling visitor destination.

Manager, Investment Impact & Policy Analysis

Level 3

Permanent, Full Time

Fáilte Ireland invites applications for the position of Manager, Investment Impact & Policy Analysis. The role will report to the Head of Evaluations & Project Management Office Division and shall be based in Fáilte Ireland Office, Áras Fáilte, 88-95 Amiens Street, Dublin 1.

The role of Manager, Investment Impact & Policy Analysis is a strategically important role within the Operations Directorate of Fáilte Ireland and represents a unique and exciting opportunity to contribute to and influence the development of Ireland's tourism sector.

Fáilte Ireland is committed to evidence-based policy formulation and decision-making to develop Irish tourism. Fáilte Ireland wishes to recruit an exceptional candidate to strengthen its capacity in areas such as investment and business case appraisal, policy evaluation, expenditure and economic impact analysis. In addition, this role presents an opportunity to shape and develop a new division and growing team.

The successful candidate will play a key role in supporting the work of the National Tourism Development Authority of Ireland to drive and develop vitally important sector of the Irish economy. Current tourism employs more than 260,000 people generating €7.8bn in economic revenue and contributing more than €1.8bn to the exchequer.

Please return your completed application form by **email only** to recruitment@failteireland.ie

Closing Date: Thursday, 20th June 2019 at 12.00 noon (Ireland Time)

Fáilte Ireland is an equal opportunities employer.

Manager, Investment Impact & Policy Analysis	Job Ref: FI-039MIIPA
Location: Dublin	Business Unit: Evaluation Unit
Salary: €55,324 - €87,231*	Reporting to: Head of Evaluations & PMO
<p><i>*The successful candidate will commence on the first point of the salary scale in line with current Government policy. Please note the salary for this role will increase by 1.75% on September 1st 2019 and by 2% on October 1st 2020 in line with the Public Sector Stability Agreement 2018-2020.</i></p>	
<p>Job Purpose</p> <ul style="list-style-type: none"> • To maximise the impact of investment in support of the strategic objectives of Fáilte Ireland. • To manage a programme of economic impact analysis and evaluation of Fáilte Ireland policy to inform future investment strategies. • To develop appropriate evaluation models for Fáilte Ireland's investment decisions in the tourism sector across all areas. • To deliver post-investment monitoring programmes to analyse the ongoing performance of Fáilte Ireland's investments. • To provide appraisal and evaluation internal consulting services to colleagues within Fáilte Ireland across various policy and programming cycles. • To provide strategic advice and support for Fáilte Ireland as it seeks to leverage additional funding to support tourism development. • To present and defend methodological approaches and investment recommendations to internal and external stakeholders. • To develop a new and growing team/division. • To report to and provide support to the Head of Evaluations & PMO Division. 	
<p>Primary Objectives/Key Responsibilities</p> <p>Strategic/Governance</p> <ul style="list-style-type: none"> • Manage a work programme of economic impact analysis of Fáilte Ireland investments to inform the policy and programming cycle. • Lead the development of multiple work programmes and plans for evaluation exercises to ensure that each exercise is well structured with clearly defined timelines and allocation of responsibilities. • Contribute to the strengthening of evidence-based decision making around investment decisions. • Support the development of investment recommendations to the Investment Committee (comprised of members of the Fáilte Ireland board) and the work of the Committee through high quality analysis to inform investment decisions. • Establish trust with key stakeholders and comply with governance structures. <p>Operational</p> <ul style="list-style-type: none"> • Manage the evaluation of flagship investment programmes and Strategic Partnerships e.g. €150m Platforms for Growth 2019-2022. • Oversee the development of application forms and input to programme guidelines in support of Fáilte Ireland's strategic investment funding programmes and others as they arise. • For each evaluation exercise, lead/support the development of the following: a work programme; the overall end-to-end process including the allocation of responsibilities; timelines and a suite of standard evaluation documentation. • Identify or access appropriate data sources to support the analysis of investments. • Undertake, co-ordinate and commission relevant research as appropriate. <p>Stakeholder / Relationship Management</p> <ul style="list-style-type: none"> • Develop and maintain relationships with key internal and external stakeholders. • Develop a productive working relationship with third party providers and provide regular feedback and review of performance. • Work closely with the Head of Evaluations & PMO to achieve the plans of the division. 	

People Management

- Proactively develop the skills of the team to ensure they attain the appropriate level of competence.
- Train, lead, evaluate, motivate, delegate and monitor the activities of the team and conduct performance reviews in line with Fáilte Ireland policy.
- Collaborate with peers to optimise the use of project resources in terms of the skills and capacity of the whole team.
- Utilise highly developed interpersonal skills and a demonstrated ability to build strong external and internal strategic partnerships.

Project Management and Quality Control

- Manage and successfully engage in multiple projects simultaneously.
- Ensure that all the correct project documentation is in place and kept up-to-date.
- Recommend control procedures throughout projects.
- Ensure that project scope is clearly defined for any specific communications.

Evaluation, Procurement and Budget Management

- Ensure all activities are delivered on time and on budget.
- Write requests for tender as and when required.
- Ensure that any procurement of work from a third party is implemented in line with Fáilte Ireland procurement policy.

Carry out all other duties as required

Person Specification

Qualifications: Applicants should be qualified to a degree level at a minimum, in an economic discipline.

Experience: The successful candidate must have a proven track record with a minimum of three years' experience in a business management role and can demonstrate an in-depth knowledge of the principles, practices, methodologies and techniques required of this position. We are seeking an individual that can think clearly, analytically and rationally about economic development issues. This is an opportunity for a motivated individual to drive changes and improvements in a developing division.

Evidence of experience of the following is essential:

- Economic development policy.
- Leadership and management skills.
- Undertaking, commissioning or managing economic impact research/studies in an applied work environment.
- Working collaboratively across functions.
- Understanding of investment appraisal and evaluations methodologies.
- Ability to combine both big data and traditional evaluation methods with informed judgement to formulate robust investment recommendations.

Desirable

- Applicants with a Masters degree in an economic discipline.
- An understanding of tourism.
- Experience of developing end-to-end processes with multiple stakeholders.
- Working knowledge and application of the Public Spending Code and EU State Aid Rules.
- Theoretical grounding in evaluation methodologies.

Key Competencies:

- Specialist Knowledge & Expertise in Economic Impact Analysis
- Leadership through change
- Problem Solving and Analytical Skills
- Influencing at a Senior Level

We may ask applicants to complete online psychometric assessment(s) as a means of processing to the next stage of the process.