

Chairperson with experience of Practice in the Community and Voluntary Sector (Voluntary Role)

Mother Tongues are looking for a Chairperson for its voluntary Board of Directors with experience of Practice in the Community and Voluntary sector. If you have experience in this or an equivalent area and want to play a role in Mother Tongues we'd be keen to hear from you.

Responsibilities will include the following:

- Attend board meetings
- Providing input to the strategic direction, contributing with insight, oversight and experience of strategy formulation.
- Ensuring that the company complies with all relevant statutory and regulatory requirements
- Be informed on key organisational and sectoral issues to enable open dialogue and discussion in the best interests of the organisation
- Act as an advocate and representative of Mother Tongues as needed externally and internally to help fulfil the organisation's mission, vision and goals
- Act as a strong advocate for languages and interculturalism

PERSON SPECIFICATION

The Chairperson will have:

- Knowledge and understanding of education and or arts and culture
- Experience in a Board level role for an organisation of similar size and level of activity is an advantage
- Passionate about languages and cultures

- Previous experience that involved networking, publicity and public relations would be desirable
- Proven track record in leadership skills
- Excellent communicator and interpersonal skills
- Ability to ensure that decisions are taken and followed through to completion
- Experience in organisation and people management
- Ability to communicate effectively the vision and role of the organisation
- Represent and advocate for Mother Tongues at meetings with Funders, stakeholders and potential investors
- Ability to think, plan strategically and drive change
- Ability to challenge constructively and accept challenges where appropriate
- Working knowledge of the governance and compliance requirements for the community and voluntary sector including The Charities Regulator's Charities Governance Code.

Board Member Commitments

- All Board members are expected to have a working knowledge of the voluntary sector in Ireland and be familiar with corporate governance requirements and legislation, such as the Charities Act 2009, the Charities Governance Code and Reporting in 2021, and the GDPR 2018.
- Board members are expected to participate in advocacy in the best interests of the organisation and protecting and promoting the reputation of Mother Tongues.
- Board members will always contribute to the achievement of the organisation's goals while practising the highest standards of corporate governance.
- Board members should be honest, fair, and independent.
- For more details on the duties of a Chairperson, see [here](#)



Board Meetings

There are a minimum of 4 and a maximum of 6 board meetings a year. Meetings are held in Dublin or online.

Application: Candidates interested in being considered for these vacancies should send their CV and a cover letter (of no more than one page) explaining why they would like to put themselves forward specifically for this role.

All applicants must confirm that they do not have any conflicts of interest or legal impediments which would be likely to interfere with their ability to play a full part on the board. In addition, they must also confirm that they can make themselves available to attend meetings and to carry out the duties of a board member. Letters should also provide the names of two referees who may be contacted as part of the selection process.

Expressions of interest should be received by Mother Tongues no later than **5 pm on Monday 5th November 2021.**

They should be sent by email to: **info@mothertongues.ie**