

**Expressions of interest sought to serve as Nominees to University Governing Authority**

Dublin City University is seeking expressions of interest from suitably qualified external candidates for consideration for nomination as appointees to the University’s Governing Authority ([www.dcu.ie/governance](http://www.dcu.ie/governance)).

**Background Information**

DCU ([www.dcu.ie](http://www.dcu.ie)) is a research-intensive, globally-engaged, dynamic institution that is distinguished by both the quality and impact of its graduates and its focus on the translation of knowledge into societal and economic benefit. DCU prepares its students well for success in life, and in the workplace, by providing a high-quality, rounded education appropriate to the challenges and opportunities of the 21st century.

Our Vision

To be a leading innovative European University distinguished by the quality of the DCU experience, and the impact of our teaching and research on our stakeholders and on issues of global concern

DCU’s values are:

* Student Focussed;
* Open;
* Inclusive; Collegial;
* Collaborative and
* Ambitious

As Ireland’s University of Enterprise, DCU is characterised by a focus on innovation and entrepreneurship and a track-record of effective engagement with the enterprise sector, including commercial, social and cultural enterprises. Excellence in its education and research activities has led to DCU’s consistent position in the rankings of the world’s top young universities.

The University has gone through a period of unprecedented change and expansion over recent years and now has over 20,000 students and 1,700 staff across three academic campuses in the north Dublin region.

Under the Universities Act 1997, the Governing Authority is responsible for the governance and oversight of the University.

1. **Legislative/Governance Provision for Universities**

**Governing Authorities Legislation:**

Governing authorities of higher education institutions in Ireland, such as Universities, have statutory roles and the institutions which they govern have high levels of autonomy which makes the role of the Governing Authority even more important in terms of governance and accountability.

The Governing Authority consists of 19 members, as follows:

(a) the chairperson (The Chancellor), who shall be an external member

(b) nine external members with three of the external members appointed by the Minister for Further and Higher Education, Research, Innovation and Skills;

(c) the Chief Officer (The University President),

(d) five internal members (other than the Chief Officer)

(e) three student union nominees

Further details on the relevant legislative provisions can be found at the link below:-<http://www.irishstatutebook.ie/1997/en/act/pub/0024/index.html>

**Functions of a Governing Authority for a University:**

The role of the Governing Authority is detailed the Universities Act 1997 which sets out the wide range of functions of the Authority which include:

1. **Strategic Direction and Policy**
	* Control and manage the university's affairs and property
	* Approve the university's strategic development plan
	* Establish and maintain university policies
2. **Financial Oversight**
	* Approve annual budgets and financial plans
	* Ensure proper accounting records are maintained
	* Review and approve annual financial statements
	* Ensure effective systems of financial control
3. **Appointments and Oversight**
	* Appoint the university President (Chief Officer) and monitor their performance
	* Establish procedures for staff appointments and dismissals
4. **Governance and Compliance**
	* Ensure compliance with the Universities Act and other relevant legislation
	* Establish the university's Academic Council
	* Approve the university's statutes and regulations
	* Form committees as needed to assist with governance
5. **Quality Assurance**
	* Establish procedures for quality assurance
	* Review the effectiveness of academic and administrative operations
6. **Student Affairs**
	* Establish procedures regarding student admissions, conduct, and discipline
	* Ensure appropriate student representation in university governance

**Code of Governance for State Bodies**:

Members of Governing Authorities will be required to comply with provisions of the [Code of Governance of State Bodies 2016](https://www.gov.ie/pdf/?file=https://assets.gov.ie/138835/1d213280-29b8-41ec-92c4-ca8974db5224.pdf#page=null.pdf).

1. **Positions Available on the Governing Authority**

Six external member position are available for a term of 4 years commencing on 29th July 2025 to contribute to the governance of the University. Prospective members of the Governing Authority are expected to uphold the Values of the University.

Please note all of the above positions advertised are pro-bono.

Members of the Governing Authority may claim travel and subsistence expenses in respect of journeys undertaken to attend meetings of the Authority and to transact its business. All expenses are paid in accordance with approved public sector rates or in line with University policy for external members of the Governing Authority.

Appointment of the above six members to the new Governing Authority, following an assessment across the range of skills and competencies required for the new Governing Authority, are at the absolute discretion of the current Governing Authority in accordance with procedures that have been approved by the Minister for Further and Higher Education, Research, Innovation and Skills.

1. **Requirements of Appointment**

Members are required to devote as much time to duties of the Governing Authority and its sub-committees (when required) as is necessary for the proper and efficient discharge of their duties.

The Governing Authority carries out many aspects of its responsibilities through its sub-committees namely:

1. Audit Committee
2. Risk Committee
3. Strategic Finance Advisory Committee
4. Equality, Diversity and Inclusion Committee
5. Governance and Nominations Committee
6. Honorary Degree Committee

With reference to the requirements set out above, DCU has indicated that in particular experience in one, or ideally more than one, of the following areas is sought in order to support the Governing Authority’s responsibilities:

* Understanding of the higher education landscape
* Strategic leadership
* Corporate Governance and Compliance
* Accountancy & Financial Management
* People Leadership including Equality, Diversity and Inclusion
* Risk Management
* IT and Cybersecurity
* Commercial

**Requirements of Appointments**

The DCU Governing Authority typically meets 6 times per year with meetings typically of 3 hours duration (from 2pm to ca. 5pm). Preparation time for scheduled meetings would usually be in the order of 2-3 hours. Meeting are typically held in-person in fully accessible facilities on campus at DCU with an option to connect in, on occasions, remotely via Zoom.

Members of the Governing Authority may be appointed to one or more of the Governing Authority’s sub-committees with each typically entailing 4 two hour meetings per annum, requiring 2-4 hours preparation time. Potential Governing Authority members should expect to devote 40-60 hours per annum to their role as a member.

1. **How to Apply**

Applicants are requested to complete the Application form below and attach a CV and a cover letter/ personal statement in support of their application which should be emailed to chancellor@dcu.ie by 5pm on Friday 18th April 2025.

**APPLICATION FORM**

**Part One: Contact Details**

|  |  |
| --- | --- |
| Full Name: |  |
| Address: |  |
| Phone: |  |
| Email: |  |

**Conflict of Interest**

Do you confirm that you do not have any conflicts of interest or legal impediment which would be likely to interfere with your ability to play a full part on the Governing Authority? (Please circle)

Yes / No

If ‘Yes’, please outline briefly the nature of any potential conflict.

**Meeting Attendance**

Do you confirm that you can make yourself available to attend meetings and to carry out the duties of a Governing Authority member? (Please circle)

Yes / No

Please ensure you have included an up to date CV and a cover letter which includes a personal statement in support of your application by email to chancellor@dcu.ie by 5pm on Friday 18th April 2025.

**Signature of applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please note the following important points:**

* Please take care when submitting your expression of interest as the Selection Committee will generally make its recommendation(s) to the Governing Authority based on consideration of the documentation which you submit. It is therefore most important that you ensure your supporting letter, personal statement and CV clearly specifies how your particular background and experience meets the requirements of the Governing Authority.
* You must also confirm that you do not have any conflicts of interest or legal impediment which would be likely to interfere with your ability to play a full part on the Governing Authority. You must also confirm that you can make yourself available to attend meetings and to carry out the duties of a Governing Authority member.
* The selection process may include a short-listing process and an interview dependent on numbers of applications received.
* Applications are encouraged from individuals from all backgrounds that would help provide the core competencies required by the Governing Authority including individuals that have a track record of leadership in large complex organisations,
* The Governing Authority shall strive to reflect the diversity of Irish society, including gender balance, when making appointments.