



Director of Finance and Development

Guided by the philosophy of Vincent de Paul, St. Vincent's Castleknock College is a Catholic and Vincentian School. Our mission is *"to have a College which is concerned with the development of the whole person in a Christian atmosphere, which encourages involvement in a balance of religious, intellectual, cultural and sporting activities and which promotes the growth of self-worth and respect for others in the spirit of St Vincent de Paul."*

The College is seeking a Director of Finance and Development to assist in the co-ordination and implementation of the College's administration strategy, reporting directly to the Headmaster and the Board of Management. The successful applicant will lead a dynamic finance team in their responsibility for the management of College financial matters. You will also work closely with the Facilities staff responsible for the overall presentation of the College to students, teaching staff, parents and to the Vincentian Community in residence. As a key member of the Senior Management Team, you will have a pivotal role in the marketing strategy of the College and be actively involved in generating new revenue sources.

Applicants will meet the following requirements:

- At least 5 years experience at senior management level in a relevant large non-profit, educational or commercial environment
- Proven negotiation skills in both securing new revenues and controlling costs
- Excellent people management skills
- Strong budgeting, forecasting and performance measurement knowledge and experience
- Strong e-communication skills including the use of social media channels, e-payment models, etc
- Excellent written and verbal communication skills
- Excellent reporting and presentation skills

Initial enquiries to: carolyn.bright@castleknockcollege.ie
