

Waterford and Wexford Education and Training Board invites applications from suitably qualified persons for the following post:

**Director of Organisation Support and Development**

Applications are invited for the post of Director of Organisation Support and Developmentbased in the WWETB Head Office, Ardcavan, Wexford.

The Director of Organisation Support and Development will report to the Chief Executive and will be responsible for assisting the CE in four main areas of responsibility, in line with the statutory functions set out in the Education and Training Boards Act 2013:

1. Leadership of the organisational administration function across the ETB.

2. Governance and management of ETB services.

3. Workforce planning and performance management.

4. Coordination of the ETB’s management team which is within the responsibility of this Director.

**Note**:

Application form and particulars for the post are available on the WWETB website: [www.wwetb.ie](http://www.wwetb.ie)

**The latest date for receipt of applications is: 4pm, 2nd April 2024**

Shortlisting may take place. Late applications will not be considered.

Applications to be submitted to lorraineredmond@wwetb.ie

Dr. Karina Daly, Chief Executive

WWETB

Ardcavan Business Park,

Ardcavan

Co. Wexford

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