



The Royal Victoria Eye and Ear Hospital Research Foundation

Managing Director – Research Foundation

The Research Foundation is a charity based in The Royal Eye and Ear Hospital in Dublin. The charity has been operating without a managing director for some time and we now require a full-time senior executive, reporting to the Board of Directors, to run the facility.

The main function of the Research Foundation is to fund research projects which further our understanding of diseases of the eye, ear, nose and throat. The Foundation also operates an electro-diagnostic testing unit, unique in Ireland, with a particular interest in patients with various forms of inherited and retinal diseases.

The role requires a dynamic, highly motivated, organised and enthusiastic senior management executive that will have:

- The proven ability to plan, organise and manage the day-to-day running of our diagnostic testing unit
- A demonstrable ability to fundraise or a track record in fundraising
- The ability to co-ordinate clinical trials and manage commissioned research.

Relevant experience

Experience in management or organisational leadership is essential. The role will require you to work closely with the non-executive board of Directors, so any experience of working with committees or boards is advantageous. Experience of working in the charity and fundraising sector is helpful but not essential.

To be successful in this role you will have:

- Experience in managing a business, charity or medical practice
- Experience managing a small number of staff – fulltime and part time administration staff and nursing

- An understanding of business finance, preparation of budgets and management accounts
- Experience in clinical trial research (desirable but not essential)
- Experience in fundraising (desirable but not essential)

Qualifications

A degree or third level qualification would be expected for this role.

Salary

The salary package and other benefits will be negotiable and will depend on experience, qualifications and suitability for the role.

If interested please send your CV, in confidence to:

Mr. Jeremy O'Connor,
Chairman
The Royal Victoria Eye and Ear Hospital Research Foundation
Adelaide Road,
Dublin 2

OR

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