



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta
National Economic & Social Council

CANDIDATE INFORMATION BOOKLET

The National Economic and Social Council intends to hold a competition for the purpose of appointing a person to the position of:

Senior Policy Analyst (Principal Officer Higher)

National Economic & Social Council

Closing Date and Time: 12pm on 27th February 2025

The National Economic and Social Council is committed to a policy of equal opportunity.

The National Economic and Social Council will run this campaign in compliance with the Guidelines for appointments to positions not under the remit of the Public Service Management (Recruitment and Appointments) Act 2004 which are available at <https://www.publicjobs.ie/documents/GuidelinesforAppointmentsnotundercodes/>

Contact:
Edna Jordan
16 Parnell Square
Dublin 1 D01 E7C1

Email: edna.jordan@nesc.ie
URL: www.nesc.ie



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta
National Economic & Social Council

Senior Policy Analyst
National Economic & Social Council

Title of Position: Senior Policy Analyst (Principal Officer Higher)

Office: National Economic & Social Council

Location: 16 Parnell Square, Dublin 1, D01 E7C1

National Economic and Social Council (NESC)

NESC was established in 1973 and advises the Taoiseach on strategic policy issues relating to sustainable economic, social and environmental development in Ireland.

NESC was given a statutory basis under the National Economic and Social Development Act 2006 and is a constituent body of the National Economic and Social Development Office (NESDO). In 2012 the sustainable development role of Comhar (the Sustainable Development Office) was integrated into NESC.

NESC has a long record as the vehicle for multilateral dialogue between government, employers, trade unions, farming interests, community and voluntary and environmental interests, and independent experts.

The Council's composition and working methods, including working groups, open policy debates and workshops, enable it to take on board diverse types of evidence and data, a multiplicity of interests and opinions, stakeholders' views on many issues, and to assess a variety of responses on complex policy issues.

The key functions of NESC are:

- Analysis and synthesis of the existing state of knowledge, prevailing policy approaches and understandings of key stakeholders;
- A focus on re-framing problems based on an ongoing mix of analysis, problem-solving and deliberation;
- Close, early, and ongoing consultation with the policy system and other stakeholders;
- A unique institutional perspective which brings both top-down and bottom-up views, to bear on particular policy problems.

The Council is working on a number of areas including:

1. Energy and Just Transition
2. Housing, Land and Sustainable Development
3. Carrying and Delivery Capacity
4. Artificial Intelligence
5. Demography



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

An important feature of NESc's work are requests received from Government or government departments to provide support and advice.

The Role of the Senior Policy Analyst in the National Economic & Social Council

The Senior Policy Analyst is a member of the analytical team within the Secretariat and is expected to bring their expertise to regular discussions of the organisation's full work programme.

The Senior Policy Analyst's core role is to undertake policy-relevant research, including analytical work and drafting of material; and to engage and dialogue with multiple stakeholders and experts. The Senior Policy Analyst will prepare briefing notes on relevant topics for use by the Director and colleagues in NESc at external engagements.

In addition, the Senior Policy Analyst must take responsibility for a project and have the ability to design and manage the drafting, production and promotion of a report. This may include management of analytical staff, leading a project team and reporting to the Director.

The Senior Policy Analyst is expected to attend relevant national and international meetings on research and policy. Members of the Secretariat are encouraged to publish research based on their work, provided it does not interfere with their work for the Council or compromise the policy position of the Council.

Requirements:

Essential Requirements

The successful candidates will have:

- A post graduate qualification at level 9 of the NFQ with a significant social policy component;
- High-level analytical ability, with experience of critically evaluating policy and/or advising on policy options;
- Proven record of willingness to take the initiative and adopt a proactive approach;
- Energy, drive and personal resilience to sustain activity in highly complex and challenging environments;
- Excellent interpersonal, communication and influencing skills with an ability to build effective relationships with multiple stakeholders;
- Ability and willingness to dialogue and work with policy actors and organisations, and to assist the Council in finding a shared understanding on a diverse range of economic, social and environmental issues;
- Be suitable in all other respects for the proper discharge of duties of the post.

Desirable Requirements

- A knowledge of the dynamics of, and trends and developments in, social justice, inequality and well-being and related Irish social policy;
- An appreciation and awareness of one or more areas of service delivery, such as housing and homelessness; child poverty; health, disability and mental health; education; immigration; community development; or employment, unemployment and activation;



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta
National Economic & Social Council

- An appreciation and awareness of comparative work and developments across European and other countries.
- Experience of participation in national and international multi-stakeholders networks.

Candidates will also be required to demonstrate the competencies set out in Appendix A.

The competencies place particular emphasis on:

- The standards required to lead and deliver high performance;
- The capacity to focus on core issues when dealing with complex information/situations, integrating diverse strands of information, and identifying interrelationships and linkages;
- Balancing strategic focus over the longer term, delivering results (demonstrating strong team working and project management skills), and identifying creative solutions to problems;
- The need for, and importance of, effective interaction with stakeholders in order to build consensus and gain cooperation from others to obtain information and accomplish goals;
- The need for a clear commitment to serving the public and promoting a culture that fosters the highest standards of ethics and integrity;
- The importance of maintaining a strong focus on resilience and self-development in terms of performance over the longer term, including seeking feedback and opportunities for growth.

Eligibility to compete and certain restrictions on eligibility

Citizenship Requirements

Eligible candidates must be:

- (a) A citizen of the European Economic Area (EEA). The EEA consists of the Member States of the European Union, Iceland, Liechtenstein and Norway; or*
- (b) A citizen of the United Kingdom (UK); or*
- (c) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons; or*
- (d) A non-EEA citizen who has a stamp 4¹ or a Stamp 5 visa;*

Please note that a 50 TEU visa, which is a replacement for Stamp 4EUFAM after Brexit, is acceptable as a Stamp 4 equivalent.

To qualify candidates must be eligible by the date of any job offer.

The duration of a Stamp 5 visa is linked to the duration of the holder's passport. For that reason, the procedures followed with new staff holding a Stamp 4 visa should be followed with stamp 5 holders.

Collective Agreement: Redundancy Payments to Public Servants

The Department of Public Expenditure and Reform letter dated 28th June 2012 to Personnel Officers introduced, with effect from 1st June 2012, a Collective Agreement which had been reached between the Department of Public Expenditure and Reform and the Public Services Committee of the ICTU in relation to ex-gratia Redundancy Payments to Public Servants. It is a condition of the Collective Agreement that persons availing of the agreement will not be eligible for re-employment in the Public Service by any Public



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

Service body (as defined by the Financial Emergency Measures in the Public Interest Acts 2009 – 2011) for a period of 2 years from termination of the employment. People who availed of this scheme and who may be successful in this competition will have to prove their eligibility (expiry of period of non-eligibility).

Incentivised Scheme for Early Retirement (ISER):

It is a condition of the Incentivised Scheme for Early Retirement (ISER) as set out in Department of Finance Circular 12/09 that retirees, under that Scheme, are not eligible to apply for another position in the same employment or the same sector. Therefore, such retirees may not apply for this position.

Department of Health and Children Circular (7/2010):

The Department of Health Circular 7/2010 dated 1 November 2010 introduced a Targeted Voluntary Early Retirement (VER) Scheme and Voluntary Redundancy Schemes (VRS). It is a condition of the VER scheme that persons availing of the scheme will not be eligible for re-employment in the public health sector or in the wider Public Service or in a body wholly or mainly funded from public moneys. The same prohibition on re-employment applies under the VRS, except that the prohibition is for a period of 7 years. People who availed of the VER are not eligible to compete in this competition. People who availed of VRS scheme and who may be successful in this competition will have to prove their eligibility (expiry of period of non-eligibility).

Department of Environment, Community & Local Government (Circular Letter LG(P) 06/2013)

The Department of Environment, Community & Local Government Circular Letter LG(P) 06/2013 introduced a Voluntary Redundancy Scheme for Local Authorities. In accordance with the terms of the *Collective Agreement: Redundancy Payments to Public Servants* dated 28 June 2012 as detailed above, it is a specific condition of that VER Scheme that persons will not be eligible for re-employment in any Public Service body [as defined by the Financial Emergency Measures in the Public Interest Acts 2009 – 2011 and the Public Service Pensions (Single Scheme and Other Provisions) Act 2012] for a period of 2 years from their date of departure under this Scheme. These conditions also apply in the case of engagement/employment on a contract for service basis (either as a contractor or as an employee of a contractor).

Declaration:

Applicants will be required to declare whether they have previously availed of a Public Service scheme of incentivised early retirement. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Public Service employment and/or where they have received a payment-in-lieu in respect of service in any Public Service employment.



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

THE SELECTION PROCESS: Please carefully note the following instructions:

- Applications should be made by completing the online application form contained in the Careers Section of the NESC website [Careers in NESC | The National Economic and Social Council - Ireland](#).
- It is imperative that all sections of the application form are completed in full.
- The form is designed to allow you to save and return to it later until such time you are ready to submit. Once you have submitted the form you will no longer be able to access it. **Please see guidelines about accessing and completing the online application form in the box below.**
- Please note that all information supplied by you will be used as part of a shortlisting process (see below). Anything you write may be discussed in more depth should you be called for an interview.
- In order to be considered for the position candidates must submit the completed online application form on or before **12pm on Thursday, 27th February 2025**.
- Applications received in any other format or after the closing date will not be considered.
- Interviews:
 - will take place in NESC, 16 Parnell Square, Dublin 1
 - interviewees will be expected to attend in person unless a special accommodation requirement/arrangement is requested following receipt of an invitation to attend for interview.
- Contact details for referees will be sought at a later stage of the recruitment process if applicable – see section on references on the following page.

IMPORTANT INFORMATION: Accessing and Completing the Online Application Form

- We recommend opening and completing the online application form in Google Chrome.
- If you are having difficulty completing the form, please clear your cache and refresh the page.
- For the “Add additional entries” boxes (under “Educational Qualifications & Training/Employment History/Membership of Professional Bodies”), please note the entries are listed in the order you input them and cannot be rearranged/moved after they have been inputted – if you change your mind and wish to order them differently you will need to delete specific entries and re-input the information.

Selection Process:

The selection process may include some or all of the following:

- shortlisting of candidates, on the basis of the information contained in their application;
- a competitive preliminary interview;
- work sample/role play/media exercise, and any other tests or exercises that may be deemed appropriate;
- a competitive second interview which may include a presentation.

We are aiming to commence interviews during w/c 24th March 2025.



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

General Information:

NESC may establish a panel of suitably qualified individuals to fill vacancies should they arise in the future. Candidates will be notified after completion of the recruitment process if they have been placed on a panel. If a candidate is offered and accepts a position, they must be available to take up that position within an agreed time frame. It is not envisaged that appointments will be made from this competition after 31st **December 2026**.

Placement on a panel is not a guarantee of appointment to a position.

Please Note:

We acknowledge receipt of all applications by email. If you do not receive an acknowledgement within 3 days of applying, please email edna.jordan@nesc.ie. You can expect to receive emails from us at the relevant stages.

While we will endeavour to give as much notice as possible for interview dates etc., candidates should make themselves available during this time.

You are advised to check your email (and Spam) on a regular basis. The onus is on each applicant to ensure that s/he is in receipt of all communications. NESC accepts no responsibility for communication not accessed or received by an applicant.

Shortlisting:

While a candidate may meet the eligibility requirements of the competition, if the numbers applying for the position are such that it would not be practical to interview everyone, NESC may decide that a smaller number will be called to the next stage of the selection process. In this respect, NESC would use a shortlisting process to select a group who, based on an examination of the application forms and the information provided, appear to be the most suitable for the position. This is not to suggest that other candidates are necessarily unsuitable or incapable of undertaking the job, rather that there are some candidates, who based on their application, appear to be better qualified and/or have more relevant experience.

An expert board will examine the application forms against agreed shortlisting criteria based on the requirements of the position. The shortlisting criteria may include both the essential and desirable criteria specified for the position. It is therefore in your own interest to provide a detailed and accurate account of your qualifications/ experience in your application.

References:

Please note, should you be successful at the interview stage you will be requested to provide contact details of up to three referees including your current employer if applicable. Please be assured that we will only contact referees should you come under consideration after the interview stage. No referees will be contacted without prior notification and your consent. Successful candidates may be required to complete a number of clearance processes including Garda Vetting, and any other relevant checks required for the role.



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

Principal Conditions of Service – Senior Policy Analyst (Principal Officer (Higher))

General

Please note that should you be successful you will be offered a contract of indefinite duration which is dependent on the continued existence and funding of the National Economic and Social Development Office.

The appointment is made in line with the provisions in Sections 26 of the National Economic and Social Development Office Act 2006.

Salary

The Salary Scale for the position is as follows: (rates effective from 1st October 2024):

Principal Officer Higher (PPC)

110,759 – 115,319 – 119,901 – 124,473 – 128,372 – 132,481¹ – 136,588²

This rate will apply where the appointee is newly recruited to NESC and is required to make a personal pension contribution as a requirement of their membership of the Single Pension Scheme.

A different rate shall apply where the appointee is a civil or public servant who is currently a member of a “pre-existing public service pension scheme” i.e., not a member of the Single Pension Scheme.

Long service increments may be payable after 3(LSI-1) and 6(LSI-2) years satisfactory service at the maximum of the scale.

Important Note relating to Salary

Candidates should note that entry will be at the minimum of the scale and will not be subject to negotiation. The rate of total remuneration may be adjusted from time to time in line with Government pay policy as applying to public servants generally.

Different terms and conditions may apply if you are a currently serving civil or public servant.

Subject to satisfactory performance increments may be payable in line with current Government Policy.

Tenure and Probation

Please note that you are being offered a contract of indefinite duration which is dependent on the continued existence and funding of the National Economic and Social Development Office.

The probationary contract will be for a period of one year from the date specified on the contract. Notwithstanding this paragraph and the paragraph immediately following below, this will not preclude an extension of the probationary contract in appropriate circumstances.

During the period of your probationary contract, your performance will be subject to review by your supervisor(s) to determine whether you:

¹After 3 years satisfactory service at the maximum.

² after 6 years satisfactory service at the maximum.



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

- (i) Have performed in a satisfactory manner,
- (ii) Have been satisfactory in general conduct, and
- (iii) Are suitable from the point of view of health with particular regard to sick leave.

Prior to the completion of the probationary contract a decision will be made as to whether or not you will be retained. This decision will be based on your performance assessed against the criteria set out in (i) to (iii) above.

Notwithstanding the preceding paragraphs in this section, the probationary contract may be terminated at any time prior to the expiry of the term of the contract by either side in accordance with the Minimum Notice and Terms of Employment Acts, 1973 to 2005.

In certain circumstances your contract may be extended and your probation period suspended. The extension must be agreed by both parties.

- The probationary period stands suspended when an employee is absent due to Maternity or Adoptive Leave.
- In relation to an employee absent on Parental Leave or Carers Leave, the employee may require probation to be suspended if the absence is not considered to be consistent with the continuation of the probation.
- Probation may be suspended in cases such as absence due to a non-recurring illness.

The employee may, in these circumstances, make an application to the employer for an extension to the contract period.

Headquarters

The headquarters of the National Economic and Social Development Office is currently based at 16 Parnell Square, Dublin 1, D01 E7C1. However, headquarters may be designated from time to time by the NESC Director.

Hours of attendance

Hours of attendance will be fixed from time to time but will amount to not less than 41 hours 15 minutes gross per week - 35 hours net per week on full-time basis (as per Department of Expenditure and Reform Circular No. 14/2022.)

The successful candidate will be required to work such additional hours from time to time as may be reasonable and necessary for the proper performance of his/her duties subject to the limits set down in the working time regulations.

Please Note: NESC has many flexible and family friendly working policies including a blended working policy. Please note, successful candidates may request flexible working and blended working opportunities, however, this is at the discretion of the Chief Officer and decided in line with the business needs and a case-by-case basis.

Annual Leave

The annual leave allowance for the position is 30 days. This allowance is subject to the usual conditions regarding the granting of annual leave in the civil and public service, is based on a five-day week and is exclusive of the usual public holidays.



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta
National Economic & Social Council

Sick Leave

Pay during properly certified sick absence, provided there is no evidence of permanent disability for service, will apply on a pro-rata basis, in accordance with the provisions of the sick leave circulars.

Employees who will be paying Class A rate of PRSI will be required to sign a mandate authorising the Department of Employment Affairs and Social Protection to pay any benefits due under the Social Welfare Acts directly to the National Economic Development and Social Office. Payment during illness will be subject to the employee making the necessary claims for social insurance benefit to the Department of Employment Affairs and Social Protection within the required time limits.

Superannuation and Retirement

The successful candidate will be offered public service pension terms and retirement age conditions in accordance with pension arrangements in the National Economic and Social Development Office depending on the status of the successful appointee.

In general, an individual who has no prior pensionable Public Service History in the 26 weeks prior to appointment will be a member of the Single Public Service Pension Scheme (Single Scheme) which commenced from 1 January 2013 (Section 10 of the Public Service Pensions) (Single Scheme) Act 2012. A copy of the Act can be viewed at <http://www.irishstatutebook.ie/2012/en/act/pub/0037/index.html>

Additional Superannuation Contribution

This appointment is subject to the Additional Superannuation Contribution (ASC) in accordance with the Public Service Pay and Pensions Act 2017.

For further information in relation to the Single Public Service Pension Scheme please see the following website: www.singlepensionscheme.gov.ie

Secrecy, Confidentiality and Standards of Behaviour: Official Secrecy and Integrity:

During the term of the probationary contract, an officer will be subject to the Provisions of the Official Secrets Act, 1963, as amended by the Freedom of Information Acts 1997, 2003 and 2014. The officer will agree not to disclose to third parties any confidential information either during or subsequent to the period of employment.

Civil Service Code of Standards and Behaviour:

The appointee will be subject to the Civil Service Code of Standards and Behaviour.

Ethics in Public Office Acts:

The Ethics in Public Office Acts will apply, where appropriate, to this appointment.

Prior approval of publications:

An officer will agree not to publish material related to his or her official duties without prior approval by the organisation's Chief Officer.

Political Activity:

During the term of employment the officer will be subject to the rules governing public servants and politics.



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

Important Notice

The foregoing represents the principal conditions of service and is not intended to be the comprehensive list of all terms and conditions of employment which will be set out in the employment contract to be agreed with the successful candidate.

Other important information

The National Economic & Social Council will not be responsible for refunding any expenses incurred by candidates.

The admission of a person to a competition, or invitation to attend interview, or a successful result letter, is not to be taken as implying that NESC is satisfied that such a person fulfils the requirements or is not disqualified by law from holding the position.

Prior to recommending any candidate for appointment to this position NESC will make all such enquiries that are deemed necessary to determine the suitability of that candidate. Until all stages of the recruitment process have been fully completed a final determination cannot be made nor can it be deemed or inferred that such a determination has been made. Should the person recommended for appointment decline, or having accepted it, relinquish it, NESC may at its discretion, select and recommend another person for appointment on the results of this selection process.

Confidentiality and Freedom of Information

Subject to the provisions of the Freedom of Information Acts, 2014, applications will be treated in strict confidence. All enquiries, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process.

Certain items of information, not specific to any individual, may be extracted from computer records for general statistical purposes.

Deeming of candidature to be withdrawn

Candidates who do not attend for interview or other test when where required by NESC, or who do not, when requested, furnish such evidence as NESC requires in regard to any matter relevant to their candidature, will have no further claim to consideration.

Candidates are expected to provide all requested documentation to NESC, including all forms issued by NESC for completion, within five days of request. Failure to do so will result in the candidate being deemed to have withdrawn from the competition and their candidature will receive no further consideration.

Candidates' Obligations:

Candidates must:

- Have the knowledge and ability to discharge the duties of the post concerned;
- Be suitable on the grounds of character;
- Be suitable in all other relevant respects for appointment to the post concerned;

and if successful, they will not be appointed to the post unless they:

- Agree to undertake the duties attached to the post and accept the conditions under which the duties are, or may be required to be, performed;



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

- Are fully competent and available to undertake, and fully capable of undertaking, the duties attached to the position.

Candidates in the recruitment process must not:

- knowingly or recklessly provide false information;
- canvass any person with or without inducements;
- interfere with or compromise the process in any way;

A third party must not impersonate a candidate at any stage of the process.

It is important to remember that this is a competitive process for a role where integrity is paramount. Sharing information on the selection process e.g., through social media or any other means, may result in you being disqualified from the competition.

Feedback

Feedback in relation to the selection process is available on request. There are no specific timeframes set for the provision of feedback.

Please note that the Review Process as set out in the NESC Recruitment Guiding Principle available on the NESC website Careers Page, is a separate process with specified timeframes that must be observed. Receipt of feedback is not required to invoke a review. The timeframe set out in the Review Process cannot be extended for any reason including the provision of feedback.

General Data Protection Regulation (GDPR)

The General Data Protection Regulation (GDPR) came into force on the 25th May 2018, replacing the existing data protection framework under the EU Data Protection Directive.

When you submit an application to NESC for a competition, a computer record is created in your name. Information submitted with an application is used in processing your application. If you are successful in the recruitment and selection competition, your application may be made available to the Corporate Affairs-Human Resource section in NESC.

To make a request to access your personal data please submit your request by email to NESC DPO gaye.malone@nesc.ie ensuring that you describe the records you seek in the greatest possible detail to enable us to identify the relevant record(s).

Candidates should note that canvassing will disqualify.



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

Appendix A

COMPETENCIES – SENIOR POLICY ANALYST - PRINCIPAL OFFICER HIGHER

Leadership & Strategic Direction

- Leads the team, setting high standards, tackling any performance problems & facilitating high performance
- Facilitates an open exchange of ideas and fosters and atmosphere of open communication
- Contributes to the shaping of Departmental / Government strategy and policy
- Develops capability and capacity across the team through effective delegation
- Develops a culture of learning & development, offering coaching and constructive / supportive feedback
- Leads on preparing for and implementing significant change and reform
- Anticipates and responds quickly to developments in the sector/ broader environment
- Actively collaborates with Government Departments, Organisations and Agencies

Judgement & Decision Making

- Identifies and focuses on core issues when dealing with complex information/ situations
- Assembles facts, manipulates verbal and numerical information and thinks through issues logically
- Sees the relationships between issues and quickly grasp the high level and socio-political implications
- Identifies coherent solutions to complex issues
- Takes action, making decisions in a timely manner and having the courage to see them through
- Makes sound and well-informed decisions, understanding their impact and implications
- Strives to effectively balances the sectoral issues, political elements and the citizen impact in all decisions

Management & Delivery of Results

- Initiates and takes personal responsibility for delivering results/ services in own area
- Balances strategy and operational detail to meet business needs
- Manages multiple agendas and tasks and reallocates resources to manage changes in focus
- Makes optimum use of resources and implements performance measures to deliver on objectives
- Ensures the optimal use of ICT and new delivery models
- Critically reviews projects and activities to ensure their effectiveness and that they meet Organisational requirements
- Instils the importance of efficiencies, value for money and meeting corporate governance requirements
- Ensures team are focused and act on Business plans priorities, even when faced with pressure



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta

National Economic & Social Council

Building Relationships and Communication

- Speaks and writes in a clear, articulate and impactful manner
- Actively listens, seeking to understand the perspective and position of others
- Manages and resolves conflicts / disagreements in a positive & constructive manner
- Works effectively within the political process, recognising & managing tensions arising from different stakeholders perspectives
- Persuades others; builds consensus, gains co-operation from others to obtain information and accomplish goals
- Proactively engages with colleagues at all levels of the organisation and across other Departments/Organisations and builds strong professional networks
- Makes opinions known when s/he feels it is right to do so

Drive and Commitment to Public Service Values

- Consistently strives to perform at a high level
- Demonstrates personal commitment to the role, maintaining determination and persistence while maintain maintains a sense of balance and perspective in relation to work issues
- Contributes positively to the corporate agenda
- Is personally trustworthy, honest and respectful, delivering promises and commitments
- Ensures the citizen is at the heart of all services provided
- Is resilient, maintaining composure even in adverse or challenging situations
- Promotes a culture that fosters the highest standards of ethics and integrity

Specialist Knowledge, Expertise and Self Development

- Develops and maintains skills and expertise across a number of areas that are relevant to his/her field and recognised by people internal and external to the Department/ Organisation
- Keeps up to date with key departmental, sectoral, national and international policies and economic, political and social trends that affect the role
- Maintains a strong focus on self-development, seeking feedback and opportunities for growth



nesc

An Chomhairle Náisiúnta
Eacnamaíoch agus Shóisialta
National Economic & Social Council