



ÚDARÁS UCHTÁLA na hÉIREANN THE ADOPTION AUTHORITY of IRELAND

PERMANENT EXECUTIVE OFFICER (DOMESTIC ADOPTION UNIT) REQUIRED

The Adoption Authority of Ireland (AAI) is a statutory body established on 1 November 2010 and the legislation underpinning the Authority is the Adoption Act 2010.

Our mission is "To ensure the provision of the highest possible standards of adoption related services, throughout the lifelong adoption process, with the best interest of children as the first and paramount objective"

The AAI is seeking to recruit one permanent Executive Officer (EO), based in Ballsbridge, Dublin 4. Blended working is available with this position, subject to the nature of the duties.

The Executive Officer in the Domestic Adoption Unit is expected to be responsible for and to take ownership of tasks and bring them to a satisfactory conclusion through the effective organisation, allocation and supervision of work. This junior management role is varied and requires the role-holder to be flexible, capable of working to tight deadlines while also being committed to delivering quality results.

Closing Date: 12 Noon Friday 12 July 2024