

Kerry Parents and Friends Association is a voluntary organisation committed to professionally delivering quality supports to adults with an intellectual disability and their families throughout Co. Kerry.

The Association wishes to recruit a:

CHIEF EXECUTIVE OFFICER

The successful candidate will have the ability to ensure that the Association will continue to provide high quality innovative person centred supports to the people who avail of the Association's services and their families, in accordance with its ethos and vision.

Essential requirements for the post:

- Relevant 3rd level qualification.
- Minimum 5 years experience of management in a relevant environment with a proven track record in leadership, personnel and financial management and administration.
- Extensive knowledge of and experience in the voluntary care sector.
- Excellent interpersonal and organisational skills.
- Personal commitment to and empathy with the mission and aims of the Association.
- The ability to work with and effectively communicate with the people supported by the Association and their families.
- Demonstrate a commitment to continuing professional development.
- A car owner with a full clean driving licence.

Email chairperson@kpfa.info to receive further information relating to this post.

Candidates should e-mail full career details, stating how they meet the requirements of this post to chairperson@kpfa.info Candidates will be short listed for interview on the basis of information contained in their CV.

Kerry Parents & Friends Association reserves the absolute right to determine relevant qualifications for this post.

This is a permanent position and an appropriate remuneration package will be agreed with the successful candidate

Closing date for receipt of applications is **5.00p.m. Friday 23rd September 2011.**

Kerry Parents and Friends Association is an equal opportunities employer.