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**COMPETENCY FORM**

**Deputy Director of**

**Governance and Strategy**

Deputy Director of Governance and Strategy

**Please carefully note the following instructions:**

* It is imperative that all sections of this form are completed in full.
* Once completed you should return this form to **teachingcouncil@sigmar.ie.**
* You should note that the information in this form will play a central part of the shortlisting process. The decision to include you on the shortlist of candidates going forward to stage 2 of the process may be determined based on the information you supply at this stage. This information may be discussed in more depth should you be called to interview.

Section 1. Competencies

The following section asks you to provide an overview of how you meet the skills and experience with specific reference to **the job description and essential requirements** outlined in the candidate information booklet. Candidates should refer to the **specific competencies** outlined for this role and demonstrate their ability to meet same giving specific examples that are relevant to the role.

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| **Leadership and Strategic Direction**  Demonstrate your experience and insight in leading a senior-level team, with a particular focus on strategic outcomes. (maximum 300 words) |
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| |  | | --- | | **Judgement and Decision Making**  Demonstrate your experience and insight in relation to decision-making at a senior level, particularly within high-stakes, complex environments where strategic, operational and legal issues may have been factors. Please highlight evidence of your critical thinking and problem-solving skills. (maximum 300 words) | |
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| |  | | --- | | **Management and Delivery of Results**  Demonstrate your experience and insight in supporting implementation at a senior level. Please highlight evidence of your organisational and management skills at a senior level as well as your ability to adapt to changing circumstances and work under pressure in a complex environment.(maximum 300 words) | |
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| **Building Relationships and Communication**  Demonstrate your experience and insight of managing a diverse and complex network of stakeholder relationships at a senior level. Please provide an outline of your oral and written communication skills, particularly where they may have contributed to successful outcomes in this area.(maximum 300 words) |
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| **Specialist Knowledge and Expertise**  Demonstrate your knowledge, experience and insight of key issues in regulatory, legal and educational matters that are relevant to this position.(maximum 300 words) |
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| **Drive and Commitment to Public Service Values**  Please outline how your achievements, professional learning and ways of working demonstrate your drive and commitment to public service values.(maximum 300 words) |
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Section 2. Additional Information

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| **Additional Information**  Please give below any other relevant information in support of your application.(maximum 300 words) |
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Section 3. Declaration

I hereby certify and declare that all of the information that I have provided on this application has been honestly and accurately articulated to the best of my knowledge and belief.

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| --- | --- |
| Name of Applicant |  |
| Date |  |

Please ensure that you have provided all the information for which you have been asked. A candidate found to have given false information or to have wilfully suppressed any material fact will be liable to disqualification or, if appointed, to dismissal.

When your application form is received, we create a record in your name, which contains the personal information you have supplied. Such information held is subject to the rights and obligations set out in the Data Protection Act 2018 and General Data Protection Regulation (GDPR) 2018. To make a request under the Data Protection Act 2018 please submit your request in writing to [dpo@teachingcouncil.ie](mailto:dpo@teachingcouncil.ie).