



**The Competition and Consumer Protection
Commission (CCPC).**

Candidate Information Booklet

Job Title: Director of Research, Advocacy & International

Grade: Principal Officer (PO)

Closing date: 12 noon, Monday 25th November 2024



General Information:

Job Title:	Director of Research, Advocacy & International
Grade:	Principal Officer (PO)
Starting Salary:	<u>*€102,913</u> *Point of entry on this salary scale may differ from the minimum point of the scale if the successful candidate is a current public or civil servant.
Employing Authority:	Competition and Consumer Protection Commission (CCPC)
Office Location:	Bloom House, Railway Street, Dublin 1, D01 C576
Working Hours:	35 hours per week
Hybrid / Agile / Remote Working:	<p>You will be required to attend the office at least 40% of your time and can avail of remote working up to 60% of your time, this is subject to business requirements.</p> <p>The CCPC generally operates on a fully remote basis during the month of August and fully remote over the Christmas period. This arrangement is subject to business requirements.</p>
Closing Date:	12.00 pm, Monday 25 th November 2024
Annual Leave:	30 days
Tenure:	Wholetime, Permanent

The Competition and Consumer Protection Commission (CCPC):

The Competition and Consumer Protection Commission (“CCPC”) is the statutory body responsible for enforcing competition and consumer protection law in Ireland. The CCPC’s broad mandate, covering all sectors of the economy, gives it a vital role in ensuring that markets work better for consumers.

We are governed by an Executive Chairperson and three Commission Members (“the Commission”). The Commission is responsible for the strategic and operational management of the organisation to deliver on our mission and meet our regulatory objectives.

Each Division of the CCPC is overseen by a Member of the Commission, led by a Divisional Director and managed by a senior management team from within the Division. We are staffed with people from a wide range of technical backgrounds, including economists, lawyers, digital forensic specialists, investigators, communications professionals and more.

You can read our [strategy statement](#) which outlines the vision, mission, values and goals of the CCPC. Further information on the work of the CCPC to be found at www.ccpc.ie.

Equal Opportunities

The CCPC is an equal opportunities employer. We are committed to championing an inclusive and diverse workforce that reflects modern Ireland and the people we serve. We strive to create a culture where everyone has equal access to opportunity and feels comfortable and confident to be themselves at work. Reasonable Accommodations will be provided, if required, during this process. To discuss and request reasonable accommodations in confidence please contact ccpccareers@cpl.ie

The Role:

The CCPC is seeking to recruit a **Director of Research, Advocacy & International**. This is an opportunity for a high calibre, senior manager with demonstrated experience to lead a division which is mandated to carry out market analysis and research, develop and advocate CCPC positions on a wide range of consumer and competition issues. The Division also oversees the CCPC's international work including developing a strong international leadership position.

This role and the Division's work is firmly rooted in the CCPC's statutory function to conduct research and advocate in relation to consumer protection and competition matters. The Division delivers against the CCPC's Strategic Goal 3: *'We will be the leading voice in promoting open and competitive markets and representing the interests of consumers.'*

The Director will lead on delivering the Division's areas of work, which are to:

- Conduct evidence-based market studies and other research reports, examining the operation of key Irish markets, making recommendations on how competition and consumer welfare can be improved
- Advocate to bring about changes in markets to promote competition and consumer protection including driving implementation of our recommendations
- Commission consumer and businesses market research for the purpose of informing public awareness activities
- Commission consumer behavioural studies to assist with our work including the design of our Financial Education website tools and information.
- Research and prepare CCPC position papers on competition and consumer protection issues including on matters under government consideration, and public consultation responses
- Identify market issues affecting competition and consumer welfare and develop swift public interventions, including media statements where appropriate.
- Build and directly engage with a network of influential stakeholders from all sectors, including Government departments, sectoral regulators, private sector leaders, media and prominent academics
- Oversee the CCPC's international activity developing an increased leadership role, and represent the CCPC on national and international working groups and fora
- Consider and respond to non-enforcement consumer and business contacts
- Deliver on the CCPC Strategic Measures including an increased number of market studies and research projects, increased awareness of the CCPC and the number of CCPC recommendations acted upon.

Reporting to a Member of the Commission, the Director of Research, Advocacy & International will also play an important role at Senior Management level in ensuring that the CCPC fulfils its objectives under its Statement of Strategy.

The Successful Candidate:

The successful applicant will have a critical leadership role in managing for results and delivering to a high standard in a challenging and dynamic environment. The post holder will be self-driven with the experience of contributing effectively to the strategic direction of an organisation and the ability to motivate staff to ambitious targets and deadlines. Therefore, they should be able to demonstrate that they have, or can acquire quickly, the capacity to deal with all aspects of the work at this level.

Key Responsibilities:

- In the context of the areas of work above, develop and drive the divisional strategy and workplan, providing strategic leadership and guidance to the team, pro-actively contributing to the CCPC achieving its strategic objectives
- Monitor and develop capability and capacity across the team through effective delegation, coaching and mentoring to assist the transfer of skills
- Oversee the development and implementation of procedures and ways of work which allow for the best possible outcomes to be produced
- Project Manage major studies and research projects
- Ensure application of the CCPC's selection and prioritisation principles as well as risk management procedures. Effectively manage and direct multiple agendas and tasks and allocate resources appropriately
- Work with other Directors on cross divisional matters including joint projects, sharing resources and operational best practices.
- Promote the Mission, Vision and Values of the organisation through self-management and team management
- Such other functions as may be required from time to time both nationally and internationally to fulfil the business objectives of the CCPC

Essential:

It is required that candidates demonstrate the following:

- A relevant, Level 8 or above, third level qualification in economics, policy analysis, social science, or other demonstrably relevant discipline supplemented with at least 5 years' experience working in economic analysis, advocacy, policy, research or other demonstrably relevant area
- A minimum of 4 years senior management experience to include successfully leading a relevant business unit or Division in a comparable organisation
- Experience of analysing markets, assimilating large volumes of information and arriving at clear proposed recommendations taking into account policy and legislative proposals
- Capacity to write position papers and research reports in clear easy to read formats, suitable for a variety of audiences, including media.
- Project management skills and delivery of major research projects

Desirable:

- Knowledge of competition and/or consumer protection matters including enforcement, policy, legislation, issues and challenges
- Knowledge of digital markets and their impact on consumer and/or competition issues
- Knowledge of primary, secondary and market (quantitative and qualitative) research methodologies
- Change management experience
- Excellent communication, media, networking and influencing skills, as required to operate at a senior level

Application Process:

To apply for this role using the link on the CCPC [careers page](#), please submit an up-to-date CV clearly demonstrating how your skills and experience meet the essential criteria. Additionally, include a cover letter explaining your motivation for applying for this position (300 words).

Applicants should note that canvassing will result in your exclusion from the process.

Shortlisting:

Shortlisting of candidates will be based on the information provided in their application. In order to satisfy the shortlisting panel, you need to clearly highlight within your application how your skills and experience meet the essential criteria. If this is not clearly displayed, it may prevent your application progressing to the shortlisting stage.

Interview Process:

There will be two interviews for this role that are likely to take place in mid-December. During the first-round interview, the CCPC will conduct competency style interviews based on the Principal Officer [competencies](#)

- 1) Strategic Awareness
- 2) Leading People
- 3) Persuasive Communication
- 4) Decision Making
- 5) Resilience
- 6) Results Orientation

The second-round interview will involve an assessment using practical methods such as presentation skills, writing assignments or role play.

Full details of these competencies can be found on the [CCPC careers page](#) under FAQ.

To find out more about what it is like to work in the CCPC, FAQ's, terms and conditions and the benefits on offer, please visit our [CCPC careers page](#)