

INISHTURK DEVELOPMENT COMPANY

(REGISTERED AS INISHTURK COMMUNITY CLUB CLG)

DEVELOPMENT MANAGER

JOB DESCRIPTION

Lead the next chapter of Inishturk 2050

Location: Inishturk Island, County Mayo

Contract: Permanent, subject to continued funding Full-time – 35 hours per week

Reporting to: Board of Directors

Salary: €50,000 - €60,000

Closing date: 2nd of October at 5 pm.

1. ABOUT INISHTURK COMMUNITY CLUB CLG

Inishturk Community Club CLG is the development company, charity and social enterprise responsible for supporting the long-term social, economic, environmental and community development of Inishturk.

The organisation operates a range of community and social-enterprise services and facilities, including the Community Club, Bar & Restaurant, Shop, Holiday Cottages and other community facilities.

The organisation is governed by a voluntary Board of Directors and has developed the **Inishturk 2050 Vision and Action Plan**, setting out an ambitious long-term programme for the island.

This is an exciting opportunity for an experienced development professional to play a central role in shaping the future of a unique island community.

The role is funded by the Department of Rural and Community Development and the Gaeltacht and delivered via Comhar na nOileán.



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2. PURPOSE OF THE ROLE

Inishturk has an ambitious long-term vision and an exciting programme of projects already underway, spanning community infrastructure, housing, energy, biodiversity, enterprise, tourism and sustainability.

The Development Manager will join the organisation at a pivotal point — with the **Inishturk 2050 Vision established, significant projects in development, established funding relationships and a committed Board and team** — and will have a genuine opportunity to turn that vision into tangible outcomes.

This is a role for someone who enjoys **making things happen**: taking an idea or opportunity, bringing the right people together, securing the resources required and seeing it through to delivery.

The Development Manager is the senior executive manager within Inishturk Community Club CLG, responsible for leading the organisation's strategic development programme and providing senior management oversight across the organisation. Day-to-day management of individual services will remain delegated to the relevant managers and staff.

The role is focused on **turning the Inishturk 2050 Vision into action** — progressing projects, securing funding, developing partnerships, strengthening organisational capacity and ensuring agreed priorities are delivered.

The successful candidate will be expected to work independently within an agreed framework of delegated authority, take ownership, identify solutions and bring the right people and resources together to make things happen.

The Development Manager will be supported by the Board, two Co-Chairs, relevant Committee and Subcommittee Chairs, Finance Manager, wider management team, staff, professional advisers and external partners.

3. STRATEGIC DEVELOPMENT & PROJECT DELIVERY

The Development Manager will lead and coordinate the organisation's strategic development programme, ensuring projects are appropriately prioritised, resourced and progressed.

Key projects currently include:



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- RRDF Multi-Purpose Community Hub
- Housing and Development Projects
- Energy & Island Resilience
- Inishturk Native Irish Honeybee Sanctuary and associated enterprises
- Tourism, enterprise, biodiversity, heritage and other projects arising from the Inishturk 2050 Vision.

The Development Manager will:

- Maintain an overview of the strategic project pipeline.
- Progress projects from development through to delivery.
- Coordinate professional advisers, project teams and partners.
- Identify risks, funding requirements and resource needs.
- Ensure projects remain aligned with the organisation's strategic priorities.
- Keep the Board appropriately informed and facilitate decisions required to progress projects.

For the RRDF Multi-Purpose Hub, the Development Manager will work alongside the **Project Manager, Quantity Surveyor, Project Steering Committee and Southwest Mayo Development Company (lead partner)**, providing strategic coordination and organisational support rather than technical project management.

For the **Honeybee Sanctuary**, the Development Manager will provide strategic support to the Biodiversity & Community Liaison Officer in progressing the next phase of the project and exploring sustainable enterprise and income opportunities.

4. FUNDING & INVESTMENT

Inishturk Community Club CLG has a **strong track record with established funders and existing funding relationships**, together with an active funding pipeline.

The Development Manager will:

- Oversee the delivery, compliance, monitoring and reporting requirements associated with existing funded programmes.
- Develop and maintain effective relationships with existing funders and partners.
- Identify and develop new funding opportunities aligned with the organisation's priorities.
- Lead or coordinate funding applications and supporting business cases.
- Develop relationships with Government departments, funding bodies and development partners.



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- Ensure funded projects are effectively managed through to completion.
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5. SENIOR MANAGEMENT & ORGANISATIONAL DEVELOPMENT

The Development Manager will provide senior management leadership to the organisation's existing management and staff, including the teams responsible for the:

Bar & Restaurant | Community Shop | Holiday Cottages | RSS Scheme | Biodiversity & Community Liaison | Marketing & Communications

The Development Manager will provide strategic and management leadership rather than day-to-day management of each service, with operational responsibilities delegated across the organisation's management and staff structure.

The role will focus on ensuring that the organisation has the **people, structures, systems and processes** required to deliver effectively.

Responsibilities include:

- Providing leadership, direction and accountability.
 - Reviewing organisational structures, roles and workflows.
 - Identifying opportunities to improve efficiency and delegation.
 - Supporting managers and staff to take appropriate ownership and accountability for their areas of responsibility.
 - Strengthening management systems and internal communication.
 - Supporting organisational change and capacity building.
 - Identifying additional staffing requirements where appropriate, **subject to available funding and budget.**
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6. PEOPLE LEADERSHIP

People and organisational development will be an important element of the role.

The Development Manager will:

- Support and lead the management team.
- Promote a positive, respectful and professional working environment.



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- Support staff development and performance.
 - Identify future staffing and organisational capacity requirements.
 - Work in partnership with the People & Human Resources Subcommittee and external HR support on organisational development, workforce planning, employee matters and recruitment.
 - Identify future staffing requirements and support recruitment where additional resources are required and funding permits.
 - The People & Human Resources Subcommittee retains Board-level oversight of people and HR matters, with specialist external HR advice used where appropriate.
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7. FINANCIAL, COMMERCIAL & RESOURCE MANAGEMENT

The Development Manager will work closely with the **Finance Manager and experienced Treasurer** to support effective financial and commercial management.

This will include:

- Monitoring project and operational financial performance.
- Working with the Finance Manager and Treasurer on budgets and forecasting.
- Ensuring grant expenditure is appropriately managed.
- Identifying opportunities to improve income generation and financial sustainability.
- Ensuring organisational resources are aligned with strategic priorities.
- Providing the Board with appropriate management information and recommendations.

The Development Manager will not be responsible for the organisation's day-to-day accounting or financial administration.

8. ADVOCACY, PARTNERSHIPS & COMMUNITY

The Development Manager will play an important role in **advocating for Inishturk and building the partnerships required to support its future development.**

This will include:



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- Building relationships with Government departments, Mayo County Council, development agencies, funders and strategic partners.
 - Promoting the priorities of the Inishturk 2050 Vision.
 - Advocating for investment and improvements in critical island infrastructure, including the harbour.
 - Representing Inishturk Community Club CLG at appropriate meetings and forums.
 - Maintaining positive and professional relationships with the island community, listening to community perspectives and ensuring these inform significant development initiatives.
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9. BOARD SUPPORT, GOVERNANCE & RISK

The Board is responsible for **governance, strategic direction and oversight**.

The Development Manager is responsible for **executive management and delivery within the authority delegated by the Board**.

The Board will maintain an agreed framework of delegated authority to support timely and effective executive decision-making.

The Development Manager will:

- Prepare clear reports and recommendations for the Board.
- Maintain strategic action plans and performance information.
- Highlight key risks, opportunities and issues.
- Support Board working groups and subcommittees.
- Ensure Board decisions are implemented.
- Support compliance with relevant governance, funding, regulatory and organisational requirements.

The Development Manager will work closely with the **two Co-Chairs and relevant Committee and Subcommittee Chairs**, drawing on the expertise available across the Board and wider organisation. The Board has quarterly meetings and informal monthly updates.



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10. INITIAL PRIORITIES

The successful candidate will work with the Board to take forward the organisation's established programme of work, with priorities reviewed and agreed following appointment.

Initial priorities are expected to include:

Strategic Projects

- Progress the **RRDF Multi-Purpose Community Hub**.
- Progress the **Housing Development Projects**.
- Advance the Energy & Island Resilience project and other priority strategic projects.
- Support the next phase of the **Inishturk Native Irish Honeybee Sanctuary**.

Funding

- Oversee delivery, compliance, monitoring and reporting for existing funded programmes.
- Develop and progress the funding pipeline.
- Identify new opportunities to support strategic priorities.

Organisation

- Review organisational structures, roles and workflows.
- Strengthen management accountability, delegation and communication.
- Identify opportunities to improve efficiency and organisational capacity.

Advocacy

- Strengthen relationships with Government, Mayo County Council and development partners.
- Advocate for the island's strategic infrastructure and development priorities.

11. WHAT SUCCESS LOOKS LIKE

Success will mean that Inishturk Community Club CLG is:

Better organised.

Better funded.

More efficient.



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Clearer in its roles, responsibilities and delegation. Stronger in its people and systems.
Making measurable progress on its strategic projects.
More effective in advocating for the island.
And delivering the ambition of Inishturk 2050.

The Development Manager will help create the **capacity, structures and momentum required to turn an ambitious vision into tangible outcomes for Inishturk.**

12. TERMS & CONDITIONS

Hours: 35 hours per week.

The role will require reasonable flexibility to attend occasional evening meetings, Board meetings, community meetings and events. Appropriate time off in lieu arrangements will apply where additional hours are worked in accordance with organisational policy.

Location: Primarily Inishturk Island, County Mayo, with travel to the mainland as required for meetings with funders, Government, local authorities, professional advisers and project partners.

The Board recognises the practical challenges associated with relocating to an island and will support a successful candidate in exploring suitable accommodation on Inishturk where required.

Salary, pension, annual leave and other terms and conditions will be confirmed in the final recruitment advertisement.

13. EQUALITY, DIVERSITY & INCLUSION

Inishturk Community Club CLG is committed to equality, diversity and inclusion in its recruitment and employment practices.

We welcome applications from candidates with diverse backgrounds, experiences and perspectives and recognise the value that different skills, knowledge and experience can bring to the organisation.

14. HOW TO APPLY



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For the full recruitment information, please visit:

<https://inishturkisland.com/living-on-inishturk/>

If you have any questions about the role or the recruitment process, please contact:

humanresources@inishturkisland.com

To apply, please submit a current CV and covering letter outlining your suitability for the role to:

humanresources@inishturkisland.com

Please use the subject line:

Development Manager Application – [Applicant Name]

Closing date: 5.00 p.m. on Friday, 2 October 2026.



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