September 2026

SWIM IRELAND | An island of swimmers

CANDIDATE BRIEFING DOCUMENT FOR THE POSITION OF **CHIEF EXECUTIVE OFFICER.**

LANSDOWNE EXECUTIVE SEARCH
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Local knowledge.
Global access.

SWIM IRELAND

ORGANISATION OVERVIEW

The National Governing Body (NGB) for swimming, water polo, diving and artistic swimming across the 32 counties of the island of Ireland, recognised as such by the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media through Sport Ireland and Sport Northern Ireland. We are recognised at world level by World Aquatics, and at European level by European Aquatics.

We exist to encourage participation, develop excellence and regulate our sport and have set out our goals in our Swim Ireland Strategic Plan 2022 – 2026.

Our legal structure is that of a company limited by guarantee. We adopted the Voluntary Code of Governance in 2013 and were the first sporting NGB to be compliant with the Code. The Code has now become the Governance Code for Sport and Swim Ireland remain compliant, updating our Compliance Statement annually.

Strategic direction is provided by our 11 strong Board of Directors (Chair, Secretary, Treasurer, 4 x Regionally elected Directors, 4 x Independent Directors) elected annually at our AGM.

The Board are supported by the Swim Ireland President who is elected annually in a voluntary position. The operational responsibility rests with the Chief Executive Officer and staff.

OUR MANIFESTO

Many Swimmers. Many Strokes. One Island.

Morning workouts, evening dips, chats with the regulars. The deck, the beach, the baths.

Cheering for your son, your daughter, your old friend. Nearly there, keep going!

Open water. No end of it. Coast to coast. Cold water. High elbows. Close ties.

Whatever your stroke. You are one. Of many. On an island of swimmers.

For further information, please see our website at www.swimireland.ie

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Chief Executive Officer, Swim Ireland

THE ORGANISATION

Swim Ireland is the National Governing Body for swimming, water polo, diving and associated aquatic disciplines across the island of Ireland. It is committed to inspiring people of all ages, backgrounds and abilities to enjoy and excel in aquatic sport – from first experiences in the water through to European, World and Olympic/Paralympic success. Working closely with Sport Ireland, government, local authorities, clubs and communities, it delivers programmes that promote participation, performance, health and wellbeing. The Board of Swim Ireland now wishes to appoint a dynamic and visionary Chief Executive Officer ("CEO") to lead the organisation and further strengthen its impact, profile and influence in the years ahead.

THE ROLE

Reporting to the Board Chair and accountable to the Board of Directors, the CEO will provide strategic leadership and overall direction to Swim Ireland. The CEO will shape and implement Swim Ireland's vision, mission and long-term strategy, while overseeing day-to-day operations so that effective systems, pathways and structures support participation and performance. A key focus of the role is strategic financial leadership, including responsibility for budgeting, risk management, compliance and diversifying income through sponsorships, grants, partnerships and commercial activity.

The CEO will lead and develop a high-performing executive team, foster a positive and inclusive organisational culture, and ensure best-practice governance, safeguarding and compliance with the Governance Code for Sport and all statutory requirements. As the public face of Swim Ireland, the CEO will represent the organisation at national and international level and build strong relationships with Sport Ireland, government departments, local authorities, sponsors, clubs and volunteers.

THE PERSON

You will be an inspirational and visionary leader with a proven track record in a senior executive role, ideally within sport, the not-for-profit sector or a comparable commercial organisation. You will bring strong strategic, operational and financial acumen, experience of leading teams, shaping organisational culture and delivering measurable results in addition to a deep understanding of governance, compliance, risk management and stakeholder engagement in complex environments.

You will be an effective communicator and advocate, possessing significant networking and stakeholder management abilities. Experience working with or within a national governing body, in a volunteer-led environment and engaging with the media is highly desirable. Personally, you will be collaborative, approachable, resilient and adaptable, with a genuine passion for aquatic sport and community engagement.

To Apply:

Lansdowne Executive Search has been retained by Swim Ireland to manage this recruitment process.

Further information, including details on how to apply are available on **www.swimireland.ie**

If you feel you would benefit from a confidential discussion about this opportunity, please contact:
Seán McDonagh, Partner, Lansdowne Executive Search. Email: sean.mcdonagh@lansdownesearch.ie

For a confidential discussion, please contact Seán at +353 (0)87 796 1062.

Closing date for applications is Friday 9th October 2026.

Candidates for this role will be sourced through both advertising and executive search processes.

Swim Ireland is an equal opportunities employer.

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THE ROLE

Post Title:	**Chief Executive Officer**
Status:	Full-Time, Permanent Contract
Location:	Swim Ireland, Irish Sport HQ, Blanchardstown. Dublin 15, D15DY62 with hybrid working included in this role
Salary Scale:	€108,152 - €133,755
Reports to:	Chair of Swim Ireland's Board and the Swim Ireland Board

PURPOSE OF THE ROLE

The Chief Executive Officer (CEO) is responsible for the strategic leadership, operational management, and overall performance of Swim Ireland. The CEO will drive the organisation's vision to promote and develop swimming, diving, water polo and associated aquatic disciplines across Ireland, ensuring excellence at grassroots, club, and high-performance levels.

The CEO will lead the organisation in delivering its strategic plan, enhancing participation, achieving international success, and ensuring strong governance, financial sustainability, and stakeholder engagement. The CEO is accountable to the Board of Directors, reporting to the Swim Ireland Board Chair.

KEY AREAS OF RESPONSIBILITY

1. STRATEGIC LEADERSHIP AND ORGANISATIONAL DEVELOPMENT

- In collaboration with the Board, establish, agree and deliver the strategic plan (vision, mission, policy direction) and annual operational plan with measurable performance outcomes for the organisation and the sport.
- Oversee the implementation of agreed strategies to facilitate access, grow participation and membership throughout Ireland.
- Monitor, review and report to the Board on the operational and financial performance of the organisation and inform them of any variances and implement necessary corrective action plans.
- Drive organisational culture and the development of volunteers and staff to achieve objectives.
- Advocate on behalf of the sport to influence the success of the sporting, business and political landscape and its sustainability.

2. FINANCIAL MANAGEMENT AND INCOME GENERATION

- Provide strategic oversight of Swim Ireland's financial health, ensuring sustainable growth and long-term stability.
- Lead the preparation, monitoring, and review of annual budgets, aligning financial planning with organisational goals and performance targets.
- Ensure robust financial controls, risk management processes, and compliance with all statutory, regulatory, and governance requirements.
- Oversee the effective allocation of resources to maximise impact across programmes, competitions, and development initiatives.
- Drive revenue diversification through sponsorships, partnerships, grants, commercial activity and innovative funding streams to reduce reliance on any single income source.
- Foster a culture of financial accountability and transparency across all levels of the organisation.

3. OPERATIONAL & PERFORMANCE OVERSIGHT

- Oversee the day-to-day operations of Swim Ireland.
- Implement monitoring systems, KPIs, and evaluation frameworks to assess the effectiveness and impact of initiatives.
- Ensure the necessary infrastructure, systems and integrated development pathways are in place to enable participants to perform to the best of their ability in local, national and international competitions.

4. PEOPLE LEADERSHIP

- Lead and inspire a high-performing executive team across all functions of the organisation.
- Foster a culture of collaboration, inclusion, performance and continuous improvement.
- Ensure clear and consistent communication processes are in place to inform and engage staff at all levels across the organisation.
- Embed the Swim Ireland values and behaviours across the organisation.

5. GOVERNANCE & COMPLIANCE

- Work closely with the Board to uphold strong governance and ethical standards.
- Ensure compliance with all statutory and regulatory requirements, including safeguarding, financial reporting, and sporting regulations.
- Ensure ongoing organisational compliance with the Governance Code for Sport.
- Maintain transparency and accountability across all organisational activities.

6. ADVOCACY, STAKEHOLDER ENGAGEMENT & PUBLIC PROFILE

- Lead Swim Ireland's advocacy agenda, building strong and trusted relationships with government departments, public agencies, Sport Ireland, local authorities and other key national stakeholders.
- Represent Swim Ireland with credibility and influence at government, national and international forums, ensuring the organisation's priorities are clearly understood and advanced.
- Act as the primary spokesperson for the organisation, strengthening Swim Ireland's public visibility, reputation and profile across the sporting, political and wider public landscape.
- Develop and maintain strategic stakeholder relationships that support Swim Ireland's long-term objectives, policy influence, infrastructure priorities and contribution to public health, sport and community.

7. SPONSORSHIPS AND GRANTS

- Proactively seek and negotiate all forms of sponsorship and additional sources of funding.
- Approve grant application submissions to Sport Ireland and ensure that the terms and conditions of funding are adhered to.

8. HIGH PERFORMANCE & ATHLETE DEVELOPMENT

- Support elite athlete development programmes to achieve success at European, World, and Olympic/Paralympic levels.
- Ensure effective pathways from grassroots to high-performance sport.

9. PARTICIPATION & MEMBERSHIP GROWTH

- Increase participation in aquatic sports across all age groups and communities.
- Promote inclusivity, diversity, and accessibility in all Swim Ireland programmes.
- Strengthen engagement with clubs, volunteers, and local communities.

10. SAFEGUARDING & WELFARE

- Ensure the highest standards of athlete welfare and safeguarding.
- Promote a safe, inclusive, and positive sporting environment.

11. OTHER

- Undertake and assist on other ad hoc projects as and when required by the demands of the organisation and Board.

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12. REQUIRED SKILLS AND QUALIFICATIONS

- Proven track record in a senior executive leadership role, ideally within sport, not-for-profit, or commercial organisations of similar scale.
- Exceptional strategic, operational and financial acumen.
- Strong leadership and team management skills, with the ability to inspire and engage diverse stakeholder groups.
- Deep understanding of governance, compliance and stakeholder engagement in a complex environment.
- Experience working with or within national governing bodies is highly desirable.

13. DESIRABLE CRITERIA

- Experience of working within a volunteer lead environment.
- Experience of working with the media.
- Full, valid driving licence.

14. PERSONAL ATTRIBUTES

- Inspirational and visionary leader.
- Collaborative and approachable.
- Resilient, adaptable, and results driven.
- Passionate about aquatic sports and community engagement.

15. ESSENTIAL REQUIREMENTS

- Eligibility to work full-time in Ireland.

16. REMUNERATION, LOCATION AND APPOINTMENT

- Salary Scale: €108,152 - €133,755
- Hours per week: 39 hours per week.
- Position Tenure: Full-Time, Permanent Contract.
- Position Location: Swim Ireland, Irish Sport HQ, Blanchardstown. Dublin 15, D15DY62 with hybrid working included in this role.
- Appointment will be made subject to satisfactory safeguarding and vetting requirements and reference checks.

RECRUITMENT PROCESS MANAGEMENT

Swim Ireland has engaged Lansdowne Executive Search to manage the recruitment process for this position.

Candidates for this role will be sought via two channels:
(a) Lansdowne Executive Search's own search activities.
(b) On-Line Advertising on selected Industry Websites.

All applicants to advertisements will receive an acknowledgement of their application and all will be assessed based on the criteria specified for the role.

Applications will be via email only.

No original certificates or references should be submitted as any part of an application.

CAMPAIGN UPDATES & CORRESPONDENCE

Campaign updates will be issued to your nominated email address as provided in your application. The onus is on each applicant to ensure that they are in receipt of all communication from Lansdowne Executive Search.

You are advised to check your emails on a regular basis throughout the duration of the competition. In addition, be sure to check junk/spam folders should any emails be mistakenly filtered.

Swim Ireland and Lansdowne Executive Search accept no responsibility for communication not accessed or received by an applicant.

Candidates should make themselves available on the date(s) specified by Lansdowne Executive Search and should make sure that the contact details specified on their application are correct.

SELECTION PROCESS

The selection process ***may*** include:

- a competitive preliminary interview.
- shortlisting of candidates, on the basis of the information contained in their application.
- completion of an online questionnaire(s) as part of psychometric testing.
- work sample/role play/media exercise, and any other tests or exercises that may be deemed appropriate.
- competitive interview(s) which may include a presentation.

SHORTLISTING

The number of applications received for a position generally exceeds that required to fill the position. While a candidate may meet the eligibility requirements of the competition, if the numbers applying for the position are such that it would not be practical to interview everyone; Swim Ireland may decide that a smaller number will be called to the next stage of the selection process.

In this respect, Swim Ireland provide for the employment of a screening process to select a group who, based on an examination of the application and a competitive preliminary interview with Lansdowne Executive Search, appear to be the most suitable to be brought through to the shortlisting stage of the process. This is not to suggest that other candidates are necessarily unsuitable or incapable of undertaking the job, rather that there are some candidates, who based on their application, appear to be better qualified and/or have more relevant experience.

An expert board will examine the applications brought through to shortlisting stage against agreed shortlisting criteria based on the requirements of the position. The shortlisting criteria will include criteria as specified for the position. It is therefore in your own interest to provide a detailed and accurate account of your qualifications/ experience in your application.

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Candidates selected from the short-listing process will be invited for a competitive interview with Swim Ireland.

It is likely that a small number will be called for a further competitive interview, in which case they may be asked to prepare a presentation in response to a possible case study or proposed business scenario.

As appropriate, shortlisted candidates may be required to undertake psychometric tests.

CANVASSING WILL DISQUALIFY.

APPLICATION PROCEDURE

Application Closing Date: **Friday 9th October 2026.**

To pursue your interest please email a comprehensive Curriculum Vitae and supporting letter to:

Seán McDonagh, Partner
Lansdowne Executive Search Limited,
Email: sean.mcdonagh@lansdownesearch.ie
Or for a confidential discussion please call Seán on +353 87 796 1062.

PLEASE NOTE:

- Candidates must submit **ONE document in WORD format** containing CV and Application Letter together.
- The document must be TYPED. Handwritten forms will not be accepted.
- Please read the job specification **(Pages 4-6 of this Briefing Document)** which provides relevant information about the requirements of this post.
- Swim Ireland is an equal opportunities employer. Recruitment to posts within Swim Ireland is on the basis of merit as assessed during the recruitment process.
- Please note that omission of any or part of the requested application documentation or incorrect formatting, as set out below, will render the application incomplete.
- **Late or incomplete applications will not be considered.**

An acknowledgement email will be issued for all applications received. If you do not receive acknowledgement of your application within two working days of submission, please contact sean.mcdonagh@lansdownesearch.ie to ensure your application has been received.

INTERVIEWS

Candidates should make themselves available on the date(s) specified by Swim Ireland and should make sure that the contact details specified on their application documents are correct.

REASONABLE ACCOMMODATIONS

Any candidate who requires reasonable accommodations at any stage of the selection competition should indicate their requirements with their application. Any queries in relation to any disability or other issue which may be addressed through making such reasonable accommodations, can be addressed to sean.mcdonagh@lansdownesearch.ie.

CONFIDENTIALITY

Subject to the provisions of the Freedom of Information Act 2014, applications will be treated in strictest confidence.

OTHER IMPORTANT INFORMATION

Swim Ireland/Lansdowne Executive Search will not be responsible for refunding any expenses incurred by candidates.

The admission of a person to a competition, or invitation to attend interview, or a successful result notification, is not to be taken as implying that Swim Ireland is satisfied that such a person fulfils the requirements or is not disqualified by law from holding the position and does not carry a guarantee that your application will receive further consideration. It is important, therefore, for you to note that the onus is on you to ensure that you meet the eligibility requirements for the competition before attending for interview. If you do not meet these essential entry requirements but nevertheless attend for interview you will be putting yourself to unnecessary expense.

Prior to recommending any candidate for appointment to this position, Swim Ireland will make all such enquiries that are deemed necessary to determine the suitability of that candidate. Until all stages of the recruitment process have been fully completed a final determination cannot be made nor can it be deemed or inferred that such a determination has been made.

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Should the person recommended for appointment decline, or having accepted it, relinquish it or if an additional vacancy arises Swim Ireland may, at its discretion, select and recommend another person for appointment.

DEEMING OF CANDIDATURE TO BE WITHDRAWN

Candidates who do not attend for interview or other test when and where required, or who do not, when requested, furnish such evidence as Swim Ireland requires in regard to any matter relevant to their candidature, will have no further claim to consideration.

RECRUITMENT PROCESS TIMETABLE

Application Closing Date	Friday 9th October 2026
Screening Meetings Commence (Lansdowne)	Mid-October 2026
Qualified candidates presented for short listing	Late October 2026
First Stage Interviews (Swim Ireland)	November 2026
Final Stage Interviews (Swim Ireland)	November 2026

For more information about Swim Ireland, please see www.swimireland.ie

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