

Title:	Senior Executive, Programme Manager - Technology Centres Programme
Grade:	Level E
Divisions:	Technology Infrastructure
Department:	Research, Innovation and Infrastructure
Reporting to:	Department Manager
Location:	East Point, Dublin or Enterprise Ireland's office locations in Waterford, Galway, Cork or Shannon
Job Reference:	EI.146.25E
Salary:	€81,475
Closing Date:	7th November 2025

Applicants must have the legal right to live and work and be available to work in the location.

Background

The Technology Centres Programme is a joint initiative between Enterprise Ireland (EI) and IDA Ireland (IDA). It supports clusters of Irish based companies to collaborate on market-led research with the Irish third level research system. There are currently 9 technology centres spanning multiple industry sectors [Technology Centres | Enterprise Ireland](#).

The aim of the Technology Centres is to provide the latest developments and knowledge to Irish-based enterprises who are developing new products, processes and services. The Centres operate in the Technology Readiness (TRL) continuum from TRL5 to TRL8. The Centres' Key Performance Indicators (KPIs) include licensing, diffusion of technology and skills to their member companies and broader Irish Industry. Success is based on measuring the economic impact of the Centres' activities on companies that engage and ensuring the broadest possible industry engagement with companies.

Role purpose

This role is one of a team of five that reports to the Manager of the Technology Infrastructure Department. The person appointed to this role will be responsible for driving and managing the delivery of all constituent components of an agreed portfolio of Technology Centres (mainly Construct Innovate and the upcoming Knowledge Development and Innovation Facility for the Timber Sector) and will involve engaging and working with a range of programme stakeholders both within Enterprise Ireland (EI) and external to EI. External stakeholders include IDA Ireland, Research Ireland, Centres' Directors, Chairs and Centres' Steering Committees, Host Academic Institutions, The Department of Enterprise, Trade and Employment (DETE).

Activities will cover the full project management life cycle, from issuing contracts, tracking metrics and deliverables, ensuring sound financial management and maximum alignment of the Centres with the implementation of the EI 'Delivering for Ireland, Leading Globally: Strategy 2025-2029'. The role involves monitoring the range of Centres' actions from working with company clusters to identifying important emerging sectoral collaborative research themes, exploring possible new Centres, achieving funding contracts for the new centres, managing the evaluation of mid-term reviews of Centres and its consequences and working to ensure that both the Programme and EI's inputs to it are optimised at all times.

Key Deliverables

To support Enterprise Ireland's drive to accelerate sustainable Irish business, the successful candidate, through the successful management and operation of the Technology Centres Programme, will be expected to deliver as follows:

- Drive, manage and control the delivery of a portfolio of existing (Construct Innovate) and future Technology Centres contracts and continuously report on their progress.
- Ensure that the portfolio continues to deliver to Enterprise Ireland's agenda.
- Manage a network of Technology Centres' Directors, Centres' Steering Boards and associated industry clusters.
- Work with each Centre at an appropriate level to develop pathways to connect with greater numbers of EI client companies.
- Contribute to the design and implementation of an efficient governance of the Technology Centres, maintain a tight supervision of high-quality reporting processes and procedures at regular intervals.
- Work closely with EI and IDA sectors to ensure optimum alignment of their strategy with the Technology Centres programme ambitions.
- Manage the operation and delivery of external Independent Review Processes to support the start-up of new prospective Technology Centres and/or in support of key funding decisions for existing Technology Centres, incorporating the delivery of all recommendations and decisions arising from this process.
- Take a lead role in preparing documents for EI Board, Executive Committee, IRCC and other Committees and presenting on same.
- Work with the RI&I management team and EI's Marketing and Communications team to ensure optimum visibility, ease of engagement and communication of value and impacts of the Centres to Irish companies and other key stakeholders.
- Be a positive and dynamic member of the Technology Infrastructure team and collaborate with colleagues across the division and beyond.

Functional Competencies (Key Skills and Knowledge)

- Strong project/programme management skills and experience from concept to delivery in a business environment is essential.
- Demonstrated experience of working in/with business environment undertaking Research, Development and Innovation (RD&I) activities is essential.
- Proven skills and experience of conducting complex research, analysis and data/information synthesis, coupled with excellent oral and written communication skills and the ability to produce high-quality reports on both technical and financial information for various audiences, is essential.
- Strong interpersonal skills and demonstrated experience and proficiency in engaging effectively, networking and building relationships with multiple internal and external stakeholders at senior and all levels across a cross-cultural and intricate business environment between companies, state agencies, academia, Government departments, research community, industry partners and the markets is essential.
- A third level qualification in a relevant research, technology or business-related discipline is essential.
- Strong working knowledge and experience of the Irish Research ecosystem is desirable.
- Ability to understand and assimilate scientific, technological and business subjects and a good understanding of international approaches to supporting industry-focused Research Centres is desirable.

Enterprise Ireland Behavioural Competencies

Results Focused

Strong drive to achieve, with the ability to remain outcome and results focused with regard to multiple business priorities and organisational goals. Strong commitment to monitoring progress and adjusting approach ensuring delivery against the appropriate timescales.

Innovation and Risk-Taking

Actively encourages new ideas, experimentation and measured risk-taking, while always being on the look-out for opportunities to continuously improve business processes and efficiencies within Enterprise Ireland and client organisations.

Problem Solving and Decision-Making

The ability to be decisive and take tough decisions about clients, people and costs to deliver sustainable results, using the analysis of information and situations to make logical and sound decisions.

Client Focused

The ability to provide an excellent client service focusing on client needs and building and maintaining effective personal and business relationships to advance clients' objectives and Enterprise Ireland strategy.

Communicating with Impact to Influence Others

Communicates in a manner that will persuade, convince and influence their own staff and others, both internally and externally, in order to motivate, inspire or encourage them to follow a particular course of action.

Teamworking

Expertise in building and developing teams, working collaboratively with colleagues, shares information and respect the opinions of staff members. Understands the skills, experience and knowledge of staff members and maximises how these can be utilised to the benefit of the department, the organisation and the client.

Embracing & Leading Change

Understands the business agenda of Enterprise Ireland and embraces changes for area of responsibility and for external and internal clients.

Acting / Leading with Integrity

Lives the Enterprise Ireland purpose and values, acting genuinely and with integrity, in a manner that builds trust and engages and motivates others, placing the genuine needs of the client, the organisation, and staff ahead of personal agendas.

Networking

Establishes and maintains mutually beneficial relationships with colleagues and other networks for the purpose of sharing information.

Developing Yourself & Others

The ability to lead, inspire, motivate and energise yourself and others to creates an environment that enables others to excel in terms of job performance.

Salary scale**€81,475 to €95,058 per annum contributory superannuation**

Rising to €106,220 by long service increments

€78,696 to €70,394 per annum non-contributory superannuation

Rising to €100,909 by long service increments

Candidates should note that entry will be at the minimum point of the relevant scale and the rate of remuneration may be adjusted from time to time in line with Government pay policy. Subject to satisfactory performance, increments may be payable in line with current Government Policy.

*** 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. ***

Application and selection process

The selection process may include a short-listing of candidates based on the essential requirements of the position. It is therefore important that you provide a detailed and accurate account of where you believe your skills and experience meet the requirements for the position. This should be contained in a supporting document (maximum 2 pages – template attached) accompanying your CV.

To apply for the position, send a detailed CV and supporting document quoting reference number **EI.146.25E** to HRconnect@enterprise-ireland.com to be received no later than **Friday, 7th November 2025**.

N.B. All correspondence will be acknowledged in writing by the HR Department within 3 working days. Applicants who do not receive an acknowledgement within 3 working days should contact HRConnect@enterprise-ireland.com

**ISSUED BY THE HR DEPARTMENT, ENTERPRISE IRELAND ON FRIDAY, 24TH OCTOBER
2025**

Enterprise Ireland is an Equal Opportunity Employer

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