



Appointment to the Board of Caranua

(The Residential Institutions Statutory Fund Board)

Closing Date: Midnight on Thursday, 5th February 2015

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State Boards.ie operates under the auspices of the Public Appointments Service.

The Public Appointments Service (PAS), established under statute in 2004, provides an independent shared service in recruitment, assessment and selection to organisations across the Civil and Public Services. On 30 September 2014, the Government decided that PAS should also be given responsibility for putting in place an open, accessible, rigorous and transparent system to support Ministers in making appointments to State Boards. Our dedicated website, www.stateboards.ie, is the channel through which PAS advertises vacancies on State Boards. It is also the means through which accomplished, experienced and qualified people, including people who might not previously have been identified as available for appointment, can then apply to be considered for particular vacancies.

1. **Entity:** Caranua (The Residential Institutions Statutory Fund Board)
2. **Location:** Meetings will be in Dublin.
3. **Number of Vacancies:** 1
4. **Remuneration:** Not Applicable. Members of this Board are not remunerated but are entitled to claim travel and subsistence allowances in accordance with Government guidelines
5. **Time Requirements:** 10 meetings per annum
6. **Term of Appointment:** To March 2017 (balance of 4 year term)

1. Information Note

Caranua, which is the service name of the Residential Institutions Statutory Fund Board, was established in 2013 as a new statutory body to use the cash contributions of €110 million offered by the religious congregations to support the needs of some 15,000 survivors of residential institutional child abuse who received awards from the Residential Institutions Redress Board or equivalent court awards.

Caranua's principal functions are:

- (a) to use the resources available to it in a manner that promotes the principles of equity, consistency and transparency to:
 - make arrangements for the provision of approved services to support the needs of individual former residents, and
 - pay grants to former residents to enable them avail of an approved service;
- (b) to determine the range of approved services within the following broad categories of service
 - mental health, counselling or psychological support services;
 - health and personal social services;
 - education services;
 - housing support services;
- (c) to determine and publish the criteria by reference to which it will make decisions on applications for the provision of approved services and associated grants; and
- (d) to promote understanding, among those involved in the provision of approved services or similar public services, of the effects of abuse on survivors of residential institutional child abuse.

Caranua will make information available about its services; evaluate the effectiveness of its services in meeting survivors' needs and will consult as appropriate. In performing its functions, the Board will have regard to the existence of publicly available services and the need to secure the most beneficial, effective and efficient use of the moneys available to it.

Caranua began receiving applications in January 2014 and by the end of November 2014 over 3,700 applications had been received and €7m paid in support of eligible applicants. The most recent annual report can be accessed at :

http://d1310783-40007.cp.blacknight.com/attachments/Caranua_Annual_Report_2013.pdf

2. Legislative Requirement

Section 11 of the [Residential Institutions Statutory Fund Act 2012](#) requires that 4 of the 9 members of the Board be persons, who before they attained the age of 18 years, resided in an institution specified in the schedule to the Residential Institutions Redress Act 2002.

A vacancy has arisen due to the resignation of a current board member. In order to meet the statutory requirement of section 11 of the Residential Institutions Statutory Fund Act 2012 the person appointed to fill the current vacancy **must** be a person, who before they attained the age of 18 years, resided in an institution specified in the [schedule](#) to the Residential Institutions Redress Act 2002.

3. Person Specification

The essential criteria for the filling of this vacancy is that the person appointed **must** be a former resident of an institution specified in the schedule to the Residential Institutions Redress Act 2002. While additional expertise and experience would be desirable it is not essential.

Experience in areas such as finance, administration and governance, in the provision of approved services or participation in a board environment would be welcome.

The appointee will be required to contribute effectively to the work of the Caranua Board. This will involve the ability to collaborate and participate in the collective decision making that underpins the Board's role.

The Board has a specific role to support the needs of survivors and the appointee should have an awareness and appreciation of the legacy of residential institutional child abuse. The appointee, as a former resident, will play a particular role in terms of bringing their experiences and perspectives to bear on the work of the Board.

4. How to Apply

Applicants are requested to review the self-assessment questionnaire which can be found on www.stateboards.ie. Please note that you are not required to submit the questionnaire as part of the application process.

Having considered your overall suitability for membership of a State Board, you should consider how you meet the specific appointment criteria set out in the "Person Specification Section" above.

If you wish to be considered for appointment, you should submit an application via the following link www.stateboards.ie together with a detailed Curriculum Vitae and cover letter.

In order to submit your application, please:

- i. Go to www.stateboards.ie.
- ii. On the bar at the top of the page click on "Available Appointments".
- iii. This brings you to a page with all our advertised vacancies, select whichever position would like to apply for (you are welcome to apply for more than one if you wish).
- iv. On the relevant page please click on the button at the bottom of the page saying "apply for this position".
- v. This will bring you to a page on www.publicjobs.ie and, if you already have a publicjobs.ie account, will prompt you for your username and password. If you do not have an account you will be asked to set one up.
- vi. Once you input your details you will be brought to a page where there is a prompt in the middle of the page which says "apply here" click on the link to the online application form beside it.
- vii. A form will appear on your screen, some of the text boxes will be populated with information from your publicjobs.ie profile (Name, address etc). You will need to complete the rest of the fields and enter your name and the date at the bottom of the form. Click on continue.
- viii. You will then be brought to a screen where you should upload your CV and Cover Letter. These are required documents and your application cannot be processed without them. Once you have selected these and uploaded them, please click on "submit" at the bottom of the page.
- ix. You will receive an e-mail confirmation (to the address listed in your publicjobs.ie profile) to confirm that your application has been submitted.

You must confirm that you do not have any conflicts of interest or legal impediment which would be likely to interfere with your ability to play a full part on the Board. You must also confirm that you can make yourself available to attend meetings and to carry out the duties of a Board member.

5. Appointments Process

A Board Selection Panel (the "Panel") will be convened by PAS to consider and assess the expressions of interest received by the PAS via www.stateboards.ie. The Panel shall:

- review and discuss the expressions of interest received against specific appointment criteria for the role to be agreed by the panel;
- Assess potential candidates further once they meet the specified appointment criteria by undertaking any or all of the following steps:
 - Consideration of the written applications; and/or
 - Meeting/conference call; and/or
 - Referee checks;
 - Any other selection method deemed appropriate.
- Arrive at a shortlist of suitable candidates to be sent forward for consideration by the Minister.

If you have any questions regarding the application process please email info@stateboards.ie.

6. Data Protection Acts 1988 & 2003

For further information on Data Protection please follow the [link](#)