



An tSeirbhís um Cheapacháin Phoiblí
Public Appointments Service

Information Booklet

The Public Appointments Service has been requested by the Board of Inland Fisheries Ireland to seek expressions of interest from individuals who wish to be considered to serve as a

Member of the National Inland Fisheries Forum

The Public Appointments Service is committed to a policy of equal opportunity.

Background

Inland Fisheries Ireland (IFI) was established on 1 July 2010 in accordance with the Inland Fisheries Act (No. 10 of 2010). IFI takes over the role and functions previously carried out by the Central Fisheries Board and seven Regional Fisheries Boards. The principal functions of IFI are the protection, management and conservation of the inland fisheries resource.

In recognition of the need for, and the value of, stakeholder participation in the sector and to facilitate those who wish to make a contribution to the future protection, management and conservation of the resource, the legislation requires IFI to establish a National Inland Fisheries Forum (“the Forum”).

Details of Appointment

The Forum will consist of not more than 60 members who will be appointed for 3 years. Two nominations will be provided to each of the recognised Angling Federations and umbrella bodies and the remainder of nominations will be identified through a selection process undertaken by the Public Appointments Service and IFI. Any member of the Forum who completes a term of office is eligible for reappointment but may not serve more than 2 consecutive terms of office.

The Minister shall appoint a Chairperson to the Forum. This person will not be a member of the Board of Inland Fisheries Ireland.

No travel or subsistence, or any other expenses will be paid in respect of participation at the Forum or any of its focus groups.

The Forum will meet at least twice per year in order to ensure the effective performance of its functions. Additional meetings may be held, if required, with the agreement of IFI.

The Chairman may if required establish focus groups of the Forum to examine particular sectoral or geographical issues if requested by Inland Fisheries Ireland or the Minister.

Requirements

Applications are being invited from people with the relevant skills and knowledge who would be willing to contribute both their expertise and time, and demonstrate a commitment to the conservation, protection, management and development of the State’s inland fisheries resource. The ideal person will have excellent interpersonal skills; be able to think strategically and creatively; be impartial and have the ability to consider issues objectively. They will also be able to work effectively with a group, where other members may hold diverse views.

How to apply

Anyone interested in being considered for appointment as a Member of the National Inland Fisheries Forum should submit a completed application form to the Public Appointments Service (PAS). The Public Appointments Service will in conjunction with Inland Fisheries Ireland establish a shortlist of qualified applicants.

The decisions of the Minister in appointing members to the Forum shall have due regard for the need for balanced regional and sectoral representation on the Forum and shall be final.

Further Information

The Role and Principal Functions of the National Inland Fisheries Forum – page 3
Essential Requirements – page 4
Principal Conditions of Service – page 5
The Selection Process – page 6
Further Information for Applicants – page 7
Map of Regions - page 8

The Role and Principal Functions of the National Inland Fisheries Forum

Role

The role of the National Inland Fisheries Forum is to provide advice on general policy issues relevant to the inland fisheries service both from a sectoral and geographic (River Basin District) perspective along with specific issues referred to it by Inland Fisheries Ireland and the Minister.

Functions of IFI

The principal functions of IFI are the protection, management and conservation, of the inland fisheries resource. The functions of IFI are set out in Section 7 of the 2010 Act.

The principal functions of the Forum will be:

- (i) To facilitate stakeholder input on policy issues relevant to the inland fisheries and sea angling sectors in accordance with its statutory remit under section 7(4) of the Inland Fisheries Act 2010.
- (ii) In providing stakeholder input the Forum should consider how best the inland fisheries resource may be protected conserved and exploited on a sustainable basis, having regard in particular to Government policy, National and European legal obligations.
- (iii) To provide advice on specific policy issues relating to the inland fisheries and sea angling sectors as referred to it by Inland Fisheries Ireland and the Minister.
- (iv) To give views on the corporate plan of IFI prepared in accordance with section 41 of the Act.
- (v) To advise, Inland Fisheries Ireland, in the first instance and the Minister in relation to specific aspects of the inland fisheries service in any River Basin District.
- (vi) To meet at least twice per year to consider issues requiring stakeholder input.
- (vii) The Chairman may establish focus groups of the Forum to examine particular sectoral or geographical issues if requested by Inland Fisheries Ireland or the Minister.
- (viii) In providing advice to Inland Fisheries Ireland and the Minister, the Forum shall have regard to the following:-
 - (a) Best practice internationally;
 - (b) Obligations on the Minister under national, international and European legislative measures (e.g. Habitats Directive, Water Framework Directive);
 - (c) Government policies and the budgetary and financial circumstances of IFI and the wider inland fisheries sector;
 - (d) Corporate and other governance obligations relevant to the sector;
 - (e) How the private sector could best contribute to the promotion of effective conservation, management, development, and sustainable exploitation of the inland fisheries resource;
 - (f) The feasibility of any recommendations made by the forum from an IFI enforcement and management perspective.

Essential Requirements

Applicants must have experience or demonstrable relevant interest/knowledge in, one or more of the following areas:

Category I

- Recreational Fisheries (including river and sea angling)
- Environmental Organisations
- Business Experience
- Fishery Owner / operator experience
- Tourism / Marketing Experience

Category II

- Agriculture
- Aquaculture
- Commercial Fisheries
- Legal or regulatory affairs
- Local Government
- Matters pertaining to disability
- National heritage
- Regional / local development
- Hydro / Wind Power

The ideal candidate will also demonstrate:

- exceptional interpersonal skills (including excellent listening and negotiation skills)
- a proven track record of contributing to discussions at a strategic level and the ability to think creatively
- the ability to build relationships at all levels and to work effectively in a group, including the ability to work with others who hold diverse views
- the ability to effectively represent the public interest in respect of inland fisheries matters.

Please note applicants should not have any conflicting interests which would prevent them from participating in the work of the National Inland Fisheries Forum.

Principal Conditions of Service

General

1. An appointment to the National Inland Fisheries Forum will be made by the Minister on the nomination of Inland Fisheries Ireland.
2. In appointing members to the Forum, every endeavour will be made to ensure, where possible the majority of representatives are from the sectors listed in category 1.
3. The following are not eligible for membership of the Forum: (if in the last 10 years)
 - a) those who have been convicted on indictment by a court of competent jurisdiction
 - b) those who have been convicted of an offence involving fraud or dishonesty
 - c) those who have been disqualified or restricted from being a director of any company
 - d) those who have been convicted of an offence under the Fisheries Acts or under any instrument made under those Acts
 - e) those who have not paid any Fishery Rate payable by him or her
4. The Minister shall appoint a Chairperson to the Forum.
5. The decisions of the Minister in appointing members to the Forum shall have due regard for the need for balanced regional and sectoral representation on the Forum. The Ministers decision shall be final.

Expenses

6. Such expenses incurred in participating as a member of the National Inland Fisheries Forum will be entirely a matter for the individual. No travel or subsistence allowances or any other expenses will be paid by Inland Fisheries Ireland to members in respect of the operation of the National Inland Fisheries Forum or any Focus groups established under its auspices.

Tenure

7. Appointment is for a period of three years from the date of appointment. Any member of the Forum who completes a term of office is eligible for reappointment but may not serve more than 2 consecutive terms of office.
8. If any of the offences mentioned in section 3 above become applicable to a serving member of the Forum, that person shall stand disqualified from the Forum.
9. Appointees may resign from the Forum at any time by letter addressed to the Board of Inland Fisheries Ireland; the resignation will take effect on the date specified therein or upon receipt of the letter by the Board, whichever is the later.
10. IFI retains the right to remove members from the Forum for non attendance or non performance of functions.

The Selection Process

How to apply

Applications must be made on the official application form available on www.publicjobs.ie

The admission of a person to a competition is not to be taken as implying that the Public Appointments Service is satisfied that such a person fulfils the requirements or is not disqualified by law from holding the position.

Closing Date

Your online application must be submitted on the Public jobs website by midnight Thursday 5th May.

If you do not receive an acknowledgement of receipt of your application within 2 working days of applying, please contact the State Board Unit of PAS on 01 8587441 or email info@stateboards.ie

IMPORTANT NOTE

Please take care when submitting your application. As the Selection Board will make its recommendation(s) based on consideration of the documentation which you submit, it is most important that you do the following:

1. *Ensure your application clearly specifies how your particular background and experience meets the requirements specified in this booklet, and*
2. *That you fully answer any supplementary questions which are presented to you as part of our online application process.*

This will help ensure that the Selection Board is as informed as possible as to the basis for your candidature and why you believe you are a person who could potentially be appointed to the Forum.

Selection Methods

The Public Appointments Service and Inland Fisheries Ireland will carry out the selection process to the highest standards of best practice.

The Public Appointments Service will convene a Selection Board for the purpose of assessing applications against the published requirements to establish a shortlist of the most suitable applicants for consideration by the Minister. The shortlisting of applicants will be on the basis of their applications, and how the applicant fulfils the requirements. In shortlisting applicants, due regard will be had to the importance of the regional dimension to the Forum, and appropriately representing relevant sectors. Shortlisted applicants will be included on a list from which the Minister will make appointments.

Prior to recommending any applicant to the Minister for consideration for membership of the National Inland Fisheries Forum, the IFI and the Public Appointments Service will make all such enquiries that are deemed necessary to determine the suitability of that applicant.

The admission of a person to this process or receipt of a successful shortlisting letter from IFI is not to be taken as implying that the Public Appointments Service or IFI is satisfied that such a person fulfils the requirements of the National Inland Fisheries Forum.

Following the shortlisting process IFI will submit a list of its nominees for consideration by the Minister for appointment to the National Inland Fisheries Forum. The Minister shall have regard to this advice and may accept all, some or none of the proposed named persons. A panel may be formed by IFI as a result of this application process for such duration and consisting of such numbers of persons as IFI thinks appropriate. All those placed on the panel will be chosen with a view to representing the public interest in respect of inland fisheries matters.

The Public Appointments Service and Inland Fisheries Ireland will not be responsible for refunding any expenses incurred by applicants.

Further Information for Applicants

The Importance of Confidentiality

Subject to the provisions of the Freedom of Information Acts, 2014, applications will be treated in strict confidence. All enquires, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process.

Certain items of information, not specific to any individual, are extracted from computer records for general statistical purposes.

Quality Customer Service

We aim to provide an excellent quality service to all our customers. If, for whatever reason, you are unhappy with any aspect of the service you receive from us, we urge you to bring this to the attention of the unit or staff member concerned. This is important as it ensures that we are aware of the problem and can take the appropriate steps to resolve it.

Deeming of candidature to be withdrawn

Applicants who do not when requested, furnish such evidence, as required in regard to any matter relevant to their candidature, will have no further claim to consideration.

Data Protection Acts 1988 & 2003

When your application form is received, we create a record in your name, which contains much of the personal information you have supplied. The personal record is used solely in processing your application and should you be successful certain information you provide will be forwarded to IFI. Such information held is subject to the rights and obligations set out in the Data Protection Acts, 1988 & 2003.

To make a request under the Data Protection Acts 1988 & 2003, please submit your request in writing to: THE DATA PROTECTION CO-ORDINATOR, PUBLIC APPOINTMENTS SERVICE, "CHAPTER HOUSE", 26-30 ABBEY STREET UPPER, DUBLIN 1, ensuring that you describe the records you seek in the greatest possible detail to enable us to identify the relevant record. A fee of €6.35 should accompany your request. Certain items of information, not specific to any individual, are extracted from records for general statistical purposes.

