

Title: ERDF & State aid Lawyer
Grade: Level E
Department: Corporate Governance Department
Business Unit: Business Operations
Reporting to: Company Secretary/ Department Manager Corporate Governance
Location: East Point, Dublin
Job Reference: **EI.061.24E**
Closing Date: **02nd June 2024**

Background

The Corporate Governance Department is a key Department within the recently established Business Operations Division of Enterprise Ireland, which is responsible for the management of key operational drivers within Enterprise Ireland. The key objective of the Division is to drive the effective and efficient delivery of all operational issues at the core of Enterprise Ireland and substantially contribute to achieving Ambition 5 of our Strategy – to be the world’s most successful enterprise development team. The Corporate Governance Department is headed by the Secretary to the Board, who manages the Compliance, Legal, Data Protection, Government Relations, Risk and Company Secretarial functions of Enterprise Ireland and its Board of Directors and its sub-committees.

The Corporate Governance Department works closely with Enterprise Ireland Senior Management and with each of the operational arms of Enterprise Ireland to support the Agency in achieving its strategic objectives. A key part of the Corporate Governance Department is the Legal Team, which provides a wide range of legal advice and support to colleagues across the Agency.

Role Purpose

The lawyer will be an important member of the Legal team within the Corporate Governance Department and will contribute to its development and will have the opportunity to contribute to all areas of the legal responsibility of that team for the multifaceted needs of Enterprise Ireland and Irish industry.

The Lawyer will work on ERDF financed grants and will advise on applicable law, including State aid law and other European and Irish law applicable to the ERDF and its programmes and initiatives.

The Legal Function within the Corporate Governance Department advises on all aspects of domestic and European commercial law as they impact on Enterprise Ireland. The Lawyer will report to the Company Secretary and, as appropriate, collaborate and work with the In-House Solicitor in providing required advice.

The Lawyer will also work with external Counsel in the delivery of external legal advice, including State aid legal advice, to the Agency.

Key Deliverables

Contribute to the development of the Legal Function

- Contribute to the development of the Legal Function in the Corporate Governance Department and the evolving delivery of its services having regard to the Agency’s evolving delivery requirements and the adoption of new technologies.
- Work with all Divisions of Enterprise Ireland and deploy and develop knowledge and expertise in commercial law in relation to grant agreements and other financial instruments and other legal service needs of the Agency.

ERDF & State aid

- Working with the In-House Solicitor and the Product Portfolio Management Department, will take a leading role in the review of all ERDF and State aid legal issues as they pertain to industry and non-industry economic development initiatives/programmes and undertake the following tasks where appropriate

- Keep up to date on legal developments in the respective areas of ERDF and State aid.
- Develop the capacity to provide legal advice on State Aid law and related issues and enquiries on ERDF programmes.
- Provide legal input into State aid documents and State aid consultation initiatives
- Develop the capacity to review and provide advice on State Aid queries, EU state aid consultations and EU State aid updates
- Support the ERDF project and the team in the area of EU State aid law.
- Build a strong network with relevant legal advisors across the EU to develop a full picture of ERDF legal and State aid issues.
- Build a relationship with the European Commission in terms of EU ERDF and State aid requirements and developments.
- Ensure that Enterprise Ireland is compliant with the legal requirements of State Aid Rules and Irish Legislation in developing of financial products
- Ensure that Enterprise Ireland maintains the highest levels of Corporate Governance and abides by ERDF requirements, State Aid Rules and Irish Legislation.

Functional Competencies (Key Skills and Knowledge)

- A qualified lawyer (with at least four years post-qualification experience of commercial law or of general practice gained in-house or in private practice - in a law firm or at the Bar - with a strong demonstrated interest in commercial law), is essential.
- Proven experience in leading effective collaboration and pro-active engagement on legal matters is essential.
- A strong interest in developing expertise in EU law as it impacts Enterprise Ireland, including, in particular, European State Aid law and/or a pre-existing knowledge of the area, is essential.
- Excellent communication skills are required with proven ability to articulate complex issues using clear and straight forward language, is essential.
- Understanding of Irish Industrial Development legislation.
- Proven experience in the development and presentation of robust legal cases.
- Proven experience as a legal adviser with excellent teamwork skills which can be deployed to ensure effective communication and implementation of matters relating to Enterprise Ireland funding arrangements including, but not limited to, those funding instruments part-funded by the European Union, such as those funded by the European Regional Development Fund.

Enterprise Ireland Behavioural Competencies:

Results Focused

The ability to remain outcome and results focused with regard to business priorities and organisational goals, 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 lookout 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 client 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

Co-operates with colleagues, shares information and respects the opinions and values 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

Creates an environment that enables others to excel in terms of job performance.

Salary Scale:**€75,822 to €93,121 per annum contributory superannuation**

Rising to €98,850 by long service increments.

€73,236 to €88,463 per annum non-contributory superannuation

Rising to €93,908 by long service increments.

Application and Selection Process:

The selection process may include short-listing of candidates. The selection criteria will be based on the 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 short document (maximum 2 pages template attached) accompanying your CV.

Applicants should note that, for shortlisting purposes in particular, clear evidence of the functional competency requirements listed as essential in this specification must be demonstrated as part of your supporting document accompanying your CV.

To apply for the position, send a detailed CV and supporting document quoting reference number **EI.061.24E** to HRConnect@enterprise-ireland.com be received on or before **02nd June 2024**

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 PEOPLE AND CHANGE DEPARTMENT, ENTERPRISE IRELAND ON FRIDAY 10TH MAY 2024