



# Armagh Observatory and Planetarium Appointments

## • Board of Governors

## • Management Committee

The Department of Culture, Arts and Leisure is seeking to appoint a Governor to the Board of Governors and two Members to the Management Committee of Armagh Observatory and Planetarium.

The Board of Governors and Management Committee have an interesting and challenging role within an astronomical research institute whose functions include the conduct of front-line scientific research in astronomy and related sciences. The Department wishes to bring a strong skills mix particularly in the area of corporate governance and public accountability to its Ministerial Appointments on all Boards of DCAL's sponsored bodies. Applications are therefore welcome from those with a strong corporate governance background in the public or private sector.

### Board of Governors

As a Governor you would have corporate responsibility for ensuring that Armagh Observatory and Planetarium meets its statutory remit and fulfils the aims and objectives set by the Department and approved by the Minister.

**Essential Criteria** – Applicants for the post must meet the following essential criteria – knowledge / experience in **one** of the following areas, including experience of dissemination of such knowledge across all sectors of Northern Ireland society: astronomy, museums, archives, related sciences; experience of implementing fiscal and corporate governance systems at Board level; awareness of public accountability for the use of public resources, whilst meeting organisational business objectives; experience of overseeing the development and implementation of corporate strategies and annual business plans.

### Management Committee

As a Management Committee Member you would have corporate responsibility for ensuring that Armagh Observatory and Planetarium fulfils its aims and objectives set by the Department of Culture, Arts and Leisure as approved by the Minister.

**Essential Criteria** - Applicants for the posts must meet the following essential criteria – experience of overseeing the development and implementation of corporate strategies and annual business plans, within an overarching policy and resources framework, and overseeing their successful implementation; membership of a board / committee which has responsibility for staff / financial resources or experience as a practitioner or adviser in one of the following: finance, accountancy, business, education, human resources, law, marketing / public relations; awareness of the challenges faced in public accountability.

**In addition**, it is desirable that applicants have an interest in **one** of the following areas, including any experience of dissemination of such knowledge across all sectors of Northern Ireland society: astronomy, museums, archives, related sciences.

### Terms of Appointment, Time Commitment and Remuneration

Appointments are for a term of up to 5 years from September 2010. Governors are likely to require a time commitment of at least 1 day per year up to a maximum of 5 days per year. Members are likely to require a time commitment of at least 4 days per year up to a maximum of 8 days per year. Governors and Members will attract no remuneration but may claim expenses.

### How to Apply

Applicants can apply for a position on the Board of Governors and the Management Committee. If successful, they can simultaneously hold a position on both the Board of Governors and the Management Committee. An application pack can be obtained by contacting us on the following:

**Telephone:** 028 9051 5157

**E-mail:** [governancesupport@dcalni.gov.uk](mailto:governancesupport@dcalni.gov.uk) **Website:** [www.dcalni.gov.uk/public\\_appointments](http://www.dcalni.gov.uk/public_appointments)

**Or by writing to:** Governance Support Unit, Department of Culture, Arts and Leisure, Causeway Exchange, Level 8, 1 - 7 Bedford Street, BELFAST BT2 7EG

If you require an application pack in a different format please contact us at the above address.

### Completed Application Forms

Application forms may be obtained via e-mail but completed forms must be signed and returned in hard copy to the above address.

**Closing date for applications is 5:00pm on 9 July 2010.** CVs will not be accepted. Interviews are expected to take place in August 2010.

### Diversity in Public Appointments

The Department of Culture, Arts and Leisure is committed to the principle of public appointments based on merit with independent assessment, openness and transparency of process. The Department is committed to equality of opportunity and welcomes nominations from all suitably qualified people irrespective of religious belief, gender, disability, race, political opinion, age, marital status, sexual orientation or whether or not they have dependants. We particularly welcome applications from women and people with a disability for these positions.

All applications for appointment are considered strictly on merit. The final decision on appointments will rest with the Minister of Culture, Arts and Leisure.

**CPANI**

The Commissioner  
for Public Appointments  
Northern Ireland

REGULATED