

Civil Service Organisation	Policing Authority
Office Address	90 North King Street, Dublin 7
Division/Unit	Strategy, Research and Insights
Position Title	Higher Executive Officer (HEO)
Job Category	Higher Executive Officer Positions
Zone	46

Description of Role:

The Policing Authority (Authority) is an independent statutory body, whose role is to oversee the performance of the Garda Síochána in relation to policing services, to promote public awareness of policing matters and to promote and support continuous improvements in policing in Ireland.

The Policing Authority is currently making arrangements and preparations to transition, along with the Garda Síochána Inspectorate, to a new agency, the Policing and Community Safety Authority (PCSA). The PCSA will retain many of the functions of the Policing Authority, in addition to the incorporation of the inspection functions currently held by the Garda Síochána Inspectorate. The transition to the PCSA will also see an expansion of the Authority's existing research functions and the creation of new functions in the area of community safety. The PCSA's offices are located at 90 North King Street, Dublin 7, D07 N7CV.

In order to deliver on the ambitious agenda for policing oversight and community safety, as set out in the PSCS Act, the PCSA will have four high-level organisational functions: Strategy, Research & Insights; Oversight Delivery; Outreach and Engagement; and, Business Services. Over a period of three years the ambition is to invest in the organisation, grow the number of staff and increase our capability across the organisation.

We are looking for people with ambitions to develop themselves both personally and professionally, who want to play an active role in helping to shape this new organisation.

We are now seeking to recruit a **Higher Executive Officer (HEO)** to work within the **Strategy, Research & Insights** directorate of the PCSA.

This management position is an exciting and challenging role for an experienced person who can demonstrate and apply their knowledge and experience in the areas of strategy, policy, research, and/or human rights to the Authority's work of overseeing the Garda Síochána. The successful candidate will have the opportunity to work across a wide brief and will help to shape and inform the PCSA's approach to oversight and its policy position on policing and community safety matters generally.

You will also play a key role in supporting the PCSA in delivering its statutory functions effectively in the complex and dynamic environment of policing and community safety.

The PCSA currently offers blended working arrangements which requires that all employees should spend a minimum of two days a week "onsite" either in the office or at a work site away from home. At least one of those 'core' days must be either Tuesday, Wednesday or Thursday.

Key Responsibilities:

- Contributing to the objectives of the Strategy, Research and Insights function, including through horizon scanning, policy analysis, desk-based research, and attending relevant conferences and seminars;
- Contributing to strategy development and business planning for the PCSA and delivery of the PCSA's statutory functions as they relate to the Policing Priorities, the Garda Síochána Strategy Statement, and the Garda Síochána Annual Service Plan;
- Working collaboratively with the inspection, performance assessment, outreach and engagement, and research teams to inform policy analysis and the development of the Authority's position on a range of policy matters, as they relate to policing and community safety;
- Contributing to the development and implementation of the PCSA's research strategy, aligned with the organisation's three-year strategy statement;
- Engaging with the research community, statutory and non-statutory agencies, policy makers, interest groups, international counter-parts, and other stakeholders;
- Preparing and providing written and verbal briefings, presenting information in a clear, concise and effective manner;
- Providing information to the public in easily accessible formats with regard to their rights and on all relevant policing matters;
- Managing multiple workload demands and working to tight deadlines;
- Supporting and assisting other colleagues across the PCSA, as needed, in order to ensure the wider objectives of the organisation are met;
- Assisting with such other duties and responsibilities as are assigned from time-to-time by the Strategy and Policy Manager and commensurate with the role of HEO in the PCSA.

Essential Requirements

In addition to the capabilities required for Higher Executive Officers, the person selected for this post will have:

- A minimum of three years proven experience in policy analysis, research in a relevant field, or a related role.
- Third level qualification, at minimum level 8, in public policy, criminology, law, social science, or a related field.
- Proficiency in qualitative research methods.

- Meticulous approach to research, ensuring accuracy and credibility in all outputs with an ability to synthesize large volumes of information, think strategically, and develop actionable insights.
- Exceptional written and verbal communication skills for drafting reports, submissions, senior management briefings, board papers, etc.
- Strong interpersonal skills to build and maintain effective relationships with partners, stakeholders, and policymakers.
- Proven ability to manage and contribute to multiple projects simultaneously, deliver under tight deadlines, and ensure high-quality outputs.
- Ability to demonstrate a commitment to the whole mission of the organisation through working together as a team across all areas of the organisation in a positive and effective manner.
- A willingness and capacity to assume the levels of responsibility and accountability required to carry out a range of professional and operational functions;

Desirable

- Experience in a statutory oversight, regulatory or inspection agency.
- Hold a PHD or Masters in public policy, criminology, law, social science, or a related field.
- Experience in use of analytical software utilising quantitative research methods.
- Knowledge of policing and/or community safety.
- Knowledge of human rights law/policy.

A completed application form should be forwarded to: recruitment@policingauthority.ie by 5.00pm on the 15th April 2025.

The application form can be found at the following link:

[HEO Application Form](#)