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**Appointments to the Board of Raidió Teilifís Éireann  
(RTÉ)  
Closing Date: 3pm 17 December 2020**

**Joint Committee on Media, Tourism, Arts, Culture, Sport and the Gaeltacht,  
Leinster House, Dublin 2**

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## Membership of State Boards

High standards of corporate governance in all State Agencies, whether in the commercial or non-commercial sphere, are critical to ensuring a positive contribution to the State's overall social and economic development.

Members of State Boards are appointed to act on behalf of the citizen to oversee the running of the affairs of state bodies. State bodies must serve the interests of the taxpayer, pursue value for money in their endeavours (including managing risk appropriately), and act transparently as public entities. Members of State Boards, and the relevant management team, are accountable for the proper management of the organisation.

Board members should act on a fully informed basis, in good faith, with due diligence and care, and in the best interest of the State body, subject to the objectives set by Government. In that regard and in accordance with 13.2 of the Guidelines on Appointments to State Boards, "it is advisable that no member of a State Board should serve more than two full terms of appointment or should hold appointments to more than two State Boards."

The [Code of Practice for the Governance of State Bodies 2016](#) (the Code) provides a framework for the application of best practice in corporate governance by both commercial and non-commercial State bodies.

In order to be an effective contributor on a State Board it is recommended that members should:

- bring independent and objective scrutiny to the oversight of the organisation;
- be prepared to be challenging when necessary while being supportive to the delivery of organisational strategy and objectives;
- be equipped to offer considered advice on the basis of sound judgement and experience;
- be prepared to make a time commitment to their work commensurate with their role.

## Appointments to the Board of Raidió Teilifís Éireann (RTÉ)

**Location:** Dublin

**Number of Vacancies:** 4 (proposed by the Joint Committee on Media, Tourism, Arts, Culture, Sport and the Gaeltacht for nomination by the Minister for Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media for appointment by Government).

**Remuneration:** The current salary for a Board member of RTÉ is €15,750. However, applicants should be aware that in its revised Strategy 2024, the Board has indicated their intention to waive their fees from 2020. It should be noted that in line with the 'One Person One Salary' principle, no public servant will be entitled to receive remuneration in the form of Board fees, save for situations that are statutorily provided for e.g. Worker Directors). Travel and subsistence is payable at appropriate civil service rates.

**Time Requirements:** 1.5- 2 Days per month. Additional time will be required prior to the meetings for preparatory reading.

Board members are expected to serve on the Board's Committees.

Candidate's attention is also drawn to the provisions of the Code in relation to Audit and Risk Committee membership which can be found [here](#).

## 1. Background

RTÉ (Raidió Teilifís Éireann) is a statutory corporation. As a public service broadcaster, it dates to the foundation of the 2RN radio service in 1926 which, from the creation of the television service in 1960, became RTÉ. RTÉ operates under the Broadcasting Act 2009. Its primary function is the provision of public service media on multiple platforms.

## 2. Functions of the Board

The RTÉ Board has governance responsibility for RTÉ which is a major cultural institution of the State with responsibility for TV channels, radio channels, digital multi-media production, orchestras and performing groups. RTÉ produces media in both Irish and English.

A full list of all sub-committees for which the RTÉ Board has governance responsibility include:

- Audit and Risk Committee
- Programme Committee
- Fair Trading Committee
- Strategy Committee
- Remuneration Committee

The Board also appoints two Directors to sit on each of the subsidiaries

- RTÉ Transmission Network DAC, and,
- RTÉ Commercial Enterprises DAC

The Broadcasting Act 2009 requires a member of the Board to be a member of the Audience Council

Further information can be found at [www.rte.ie](http://www.rte.ie)

The current composition of the Board is:-

Name	First Appointed	Reappointed	Expiry Date	Position Type	Basis of Appointment
<b>Moya Doherty</b>	04/11/2014	07/11/2017	06/11/2022	Chair	Government Appointment following a PAS process
<b>Ian Kehoe</b>	09/10/2018		08/10/2023	Board member	Government Appointment following a PAS process
<b>Deborah Kelleher</b>	04/11/2014	06/11/2017	06/11/2022	Board member	Government Appointment following a PAS process
<b>Dee Forbes</b>	11/7/2016			Director General	Ex-officio appointment
<b>Dr PJ Matthews</b>	04/11/2014	10/12/2019	3/11/2024	Board member	Government Appointment following a PAS process
<b>Anne O'Leary</b>	04/11/2014	10/12//2019	3/11/2024	Board member	Government Appointment following a PAS process
<b>Robert Shortt</b>	29/05/2018	10/12/2019	3/11/2024	Board member	Staff Elected Member
<b>Connor Murphy</b>	19/03/2020		18/3/2025	Board member	Government Appointment following a PAS process
<b>Vacancy</b>					Nomination of the Joint Oireachtas Committee
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### 3. Person Specification

Section 82 of the Broadcasting Act requires that a candidate for appointment has experience of or shown capacity in one or more of the following matters, relevant to the oversight of a public service broadcaster: -

- a) media affairs,
- b) public service broadcasting,
- c) broadcast content production,
- d) digital media technologies,
- e) trade union affairs
- f) business or commercial affairs,
- g) matters pertaining to the development of the Irish language,
- h) matters pertaining to disability,
- i) arts, music, sport or culture,
- j) science, technology or environmental matters,
- k) legal or regulatory affairs, and
- l) social, educational or community activities or Gaeltacht affairs.

The Joint Committee on Media, Tourism, Arts, Culture, Sport and the Gaeltacht is seeking to recommend a suitably qualified candidates for nomination by the Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media for appointment to the Board of RTÉ.

#### Priority

The Joint Committee on Media, Tourism, Arts, Culture, Sport and the Gaeltacht is particularly interested in recommending one or more candidates with demonstrated expertise and experience, at an appropriately senior level in an organization of similar size and complexity as RTÉ, in one or more of the following areas:

##### 1. Business and commercial affairs.

Experience to include one or more of the following;

- High level executive experience in a substantial business (not limited to media)
- A pedigree of establishing or scaling businesses at a senior level
- A detailed understanding of finance/accounting – preferably with a relevant professional qualification
- Executive and/or non-executive board experience (not limited to semi state or public sector)
- Corporate finance experience

##### 2. Legal or regulatory affairs.

Experience to include one or more of the following;

- A professional legal qualification, or significant legal experience over the course of their professional career
- A background in regulatory affairs, and audit and risk
- High level executive experience
- Executive and/or non-executive board experience (not limited to semi state or public sector)
- Completion of a Chartered Director's Qualification would be an advantage

## **Desirable**

The following criteria are also deemed desirable;

- Knowledge of the new digital audio-visual environment.
- An appreciation of the increased diversity in the Irish Social and Cultural landscape.
- Corporate finance/restructuring skills.
- HR expertise and/or change management experience (ideally semi-state or within a media outlet).
- Experience of digital innovation and entrepreneurship.
- Finance expertise.
- High level board experience – both executive and non-executive – in the commercial space.

Candidate's attention is drawn to the provisions of the Code in relation to the role of a Board member, where the principle states:

- Each State Body should be headed by an effective Board which is collectively responsible for the long-term sustainability of the body.
- Non-executive Board members should bring an independent judgement to bear on issues of strategy, performance resources, key appointments and standard of conduct. Details on the role of Board Members can be found in Section 3 of the Code which can be found [here](#).

## **4. Term of Appointment**

Appointments to the Board are for a period of up to 5 years, with an option to extend the term of engagement for a second term of up to 5 years, subject to:

- The membership of any member of the Board may be terminated by the Minister at any time, on the basis of reasons to be stated by the Minister.
- A member of the Board may resign his or her membership of the Board by notice in writing sent or given to the Minister, and the resignation shall take effect on the day on which the Minister receives the notice.
- Members of the Board shall, subject to the provisions of this Schedule, hold

office upon such terms and conditions as the Minister may, with the consent of the Minister for Public Expenditure and Reform, from time to time determine.

- The roles and responsibilities of Board Members are described in the Revised Code of Practice for the Governance of State Bodies 2016 which is available on the website of the Department of Finance [Code of Practice for the Governance of State Bodies](#).
- A Board Member shall cease to be a member of the Board if he or she is nominated as a member of Seanad Éireann, is elected as a member of either House of the Oireachtas or as a representative in the European Parliament, elected to the European Parliament, or becomes a member of a local authority.

## 5. Submitting your Application

Having reviewed the general suitability criteria for membership of a State Board, you should consider carefully how your background and experience fits with the specific appointment criteria set out in the Person Specification section in this booklet.

**Please give careful consideration to the possibility of any potential conflict of interest that may exist and address this in your cover letter. The Working Group may decide, based on the perceived level of conflict, not to forward your name for consideration.**

Your application should be made via email to [jcmedia@oireachtas.ie](mailto:jcmedia@oireachtas.ie) with the subject line “RTE Board Application 2020” together with your **Curriculum Vitae** and a **cover letter**.

### IMPORTANT NOTE

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

*Ensure your Cover Letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the Authority position(s) specified in this booklet.*

This will help ensure that the Working Group 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 this State Board. **Please only include information that is directly relevant to the particular role for which you are applying.**

If you have any questions regarding the application process please email [Jcmedia@oireachtas.ie](mailto:Jcmedia@oireachtas.ie)

## 6. Assessment Process

A Working Group (the “Group”) has been convened by the Joint Committee to consider and assess the applications received. The Group will:

- review and discuss the applications received against the specific appointment criteria for the role, as advertised in this Information Booklet;
- 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 to take place online using Microsoft Teams Mid-January 2021; and/or
  - Referee checks; and/or
  - Any other selection or verification method deemed appropriate (this may include the Joint Committee requiring statutory declarations from potential candidates as to the bona fides of the qualifications and experience contained in their applications).
- arrive at a shortlist of suitable candidates to be sent forward for consideration by the Minister.

Please note that the Joint Committee will not be responsible for any expenses incurred by candidates as part of our selection process.

## **7. Confidentiality**

Subject to the provisions of the Freedom of Information Act 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.

## **8. Data Protection**

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