



Title:	Director - Apprenticeship
Grade:	04X
Unit:	Apprenticeship
Reporting to:	Executive Director, Transformation
Ref:	610

Closing Date for submissions of SOLAS Application form is Tuesday, 07 April 2026 at 12.00pm (Noon)

The Role

The Programme Director will lead the entire Apprenticeship team and be a member of the senior leadership team in SOLAS, reporting directly to an Executive Director with responsibility for Apprenticeship. The successful candidate will play a major role in driving implementation of the apprenticeship transition and implementation plans, the review of the consortia led apprenticeships, managing change within SOLAS and supporting change across the wider stakeholder landscape. In tandem, there will be an operational imperative to continue to ensure craft apprenticeship and consortia led apprenticeship provision operates smoothly and effectively, and that capacity continues to be maximised to address the remaining waiting lists. Consultancy expertise will support the change process as required.

The Director role within SOLAS will offer a unique opportunity to be part of the transformation of the national apprenticeship system.

The successful candidate will:

- Be an innovative individual with extensive senior leadership experience in a multi-functional, complex organisation,
- Have the capacity to lead and manage change in an education and training context.
- Demonstrate excellent project and change management skills and will also possess the technical and personal competencies required to successfully bring about transformational change, infrastructure planning and apprenticeship delivery within an organisational context.
- have the ability to engage with stakeholders at a senior level, drive and manage change, and lead and develop the team are also key aspects of the role.

Key Deliverables

While leading a team to ensure the continued effective operation the apprenticeship system in Ireland, the principal deliverables for the Director are:

- To maximise apprenticeship capacity in line with operational and system requirements
- To working closely with the key stakeholders to drive implementation of the overall apprenticeship reform programme including implementation of apprenticeship transitions
- To lead internal reform of structures and processes
- To lead on key apprenticeship initiatives including the review of consortia led apprenticeships and transfer of craft apprenticeship curriculum and assessment etc.

Key Responsibilities

The Director will have senior leadership accountability and management responsibility for the following areas:

- Oversee an overall change management process to tackle the twin challenges of craft apprenticeship capacity and transition plan, reporting regularly on progress and milestones to relevant stakeholders including the SOLAS Board.
- Drive implementation of a programme of work to transfer craft apprenticeship curriculum and assessment in an agreed timeframe, including the effective scheduling and delivery of craft apprenticeship provision.
- Lead communication of the transition approach with all relevant staff and stakeholders
- Work in partnership with stakeholders across the tertiary sector to ensure that the effectiveness, quality and integrity of apprenticeship provision are maintained and enhanced.
- Lead implementation of a programme of work to improve transparency of data in the apprenticeship system.
- Further develop programme and project governance and planning structures, and engaging with the national advisory body the National Apprenticeship Alliance.
- Lead the review of the consortia led apprenticeships and the implementation of recommendations.
- Create and manage stakeholder relationships, including with government departments, employers, unions, providers and the public, to ensure the successful delivery of capacity and integration imperatives.
- Actively monitor and report on programme budgets, costs and progress against schedule, as well as risks and oversight of control measures.
- Procure and actively performance manage external multi-disciplinary advisors, including ongoing communications and reporting.
- Prepare and deliver reports, recommendations, board papers and presentations as required
- Actively engage with the SOLAS senior leadership team on resource planning and the development and delivery of the wider SOLAS strategy and yearly business plan objectives.
- As part of the Senior Leadership Team, ensure compliance with the Code of Practice for the Governance of State Bodies.
- Any other duties as assigned by the CEO based on the requirements of the organisation or government department.

The Individual:

The successful candidate will have:

A record of accomplishment at a senior management level, preferably in a large multi-function complex organisation, focusing on strategy development within in an education, training or analogous environment.

- Understanding of apprenticeship training, and the ability to work with education providers, employers, staff representatives and Government to find solutions to complex challenges.
- Knowledge of key organisational strategies, issues and initiatives relating to apprenticeship , including FET Strategy, Housing for all, Climate change/sustainability, environmental, social and governance factors on apprenticeship delivery.
- Preferably 10+ years' relevant programme or project management experience relating to the delivery of major reform projects.
- Relevant experience will address the principal responsibilities above and may include:

- Project/Programme management qualification (desirable).
- Oversight of planning and delivery of reform programmes or portfolios.
- Recent experience of implementing sustainable, social and environmental management initiatives in project procurement and delivery is desirable.
- Management of project budgets; and implementation of IT solutions for tracking programme management.
- Recent experience working with major forms of public sector contracts.
- Project Team Leader experience, especially in leading and directing external advisors.
- Extensive leadership experience in a complex delivery environment demonstrating delivery of change and operational planning.
- Proven experience in a significant change programme at a senior level.
- Ability in relating effectively with a diverse range of people internal and external to the organisation, including government departments, Board members and staff representatives.
- Demonstrate an ability to take a system-wide approach and see connections, risk, and the potential for innovation in the wider environment.
- Ability to build and support complex cross-functional and inter-agency teams.
- Demonstrated achievement in the management of a variant and diversified portfolio in a devolved management structure.
- An excellent understanding of the strategic use and application of both quantitative and qualitative research.
- Broad understanding of continuous development, innovation and achievement of results against objectives in career to date.
- Capacity to create a vision for the sector and organisation and pulls together divergent and convergent requirements to deliver it.
- Knowledge of data governance practices and technology issues, regulatory requirements and emerging trends and issues.
- Exemplary public service values including the highest standard of professional integrity and operating with probity.
- Excellent written and spoken communication skills, as well as a working familiarity with information technology.
- Self-starter attributes possessing the necessary drive and resilience.