**Ballyspillane CFRC 22/2022**

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4. **Management Structures**

The Board of Directors are a voluntary group of members is responsible for the overall management & governance of the organisation. The board meet 10 times throughout the year.

The board is structured across tradition committee lines of Chair, Vice- Chair and Treasurer. Each area within the centre is overseen by a sub-group. On-going and permanent sub-groups are, Finance, Premises, Staff Liaison, Childcare, Health & Safety & Risk Management.

Other sub-groups are temporary and last for the duration of a particular piece of work ,for example, Induction and Recruitment Sub-Group would only be active during a recruitment phase and would be formed at the outset of the process and disbanded one the appointment(s) have been made.

1. **Directors Profiles and Skillsets**

**The members of the board of directors of Ballyspillane CFRC are:**

| **Name** | **Position** | **Profile** |
| --- | --- | --- |
| Eibhlin Ni Chathain | Chairperson | **Elected to the FRC board in 2016** and elected to the role of Chairperson in September 2021. She is an active volunteer and member of her local Residents Association  Eibhlin has a great understanding of the FRC national programme and the benefits it has for vulnerable families and communities.  **Skillsets**: Governance HR and recruitment structures. Eibhlin has a particular interest in social inclusion and respect for culture, she is also a fluent Irish speaker.  **Member of the Staff Liaison, Recruitment, and Risk Management Sub-group** |
| Liam Grimes | Vice Chair | **Elected to the Board 2016 and** Chairperson of his local Residents Association and volunteer with his my local GAA club. Liam has a genuine interest in the development of his local community.  **Skillset**: Governance, Board Structures and through his work in business retail Liam has a good knowledge of Employment Law, Health & Safety Policies,  **Member of the Staff Liaison & Risk Management Subgroup** |
| Pauline Lyne | Secretary | **Elected to the board in 2014.Pauline b**ecame aware of the work of the FRC as a service user and was impressed with the support she received and was interested in volunteering with the FRC.  **Board skill sets**: Secretarial experience in the area of administration and Employment Law and Health & Safety.  **Member of the Staff Liaison and Childcare Subgroup** |
| Josie Slattery | Treasurer | Elected to the Board 2018. As a local resident and parent who would have used the FRC services for her children Josie wanted to contribute to the ongoing development of the FRC and her community.  **Board skill sets**: Qualified accredited Accountant ant with vast knowledge and experience of financial management payroll CRO, CRA, financial compliance, excellent communication and listening skills, participates in discussion and decision making. Committed volunteer.  **Member of the Finance Subgroup and Risk Management Subgroup** |
| Margaret McLellan | Director | **Elected to the FRC board in 2013.**  Previous to this Margaret was an active Volunteer with Ballyspillane FRC supporting her local community group in the FRC.  She was interested in became aware of the work of the FRC through her placement as a TUS work placement and became a volunteer when her placement finished  She has an interest in the early development of children and their learning. She has four grandchildren.  Knowledge in Early Childhood Care  **Member of the Staff Liaison and Childcare Subgroup** |
| **Fiona O’ Toole** | **Director** | **Elected to the board in 2021** Fiona is a new member of the board. Having previously been on placement with the FRC Fiona was interested in learning more about the working structures of the FRC.  She has a genuine interest in supporting vulnerable families and disadvantaged communities. she also is interested in the development of community educational supports for adults and young people.  **Skillset:** Clerical, payroll and administration, fluent German speaker, good communication and listening skills and participates in decision making |
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1. **Subgroups**

A Sub-Committee is generally made up of members of the Voluntary Board of Directors and acts on behalf of the Board. Sub-Committees are responsible to the Voluntary Board for their actions.

While Sub-Committees are made up of members of the Voluntary Board, they may also contain non-board members with specific expertise in a relevant area.

The following is a list of sub-committees and those who sit on them here at Ballyspillane CFRC. From time to time committees will be set up to oversee a particular piece of work.

| **NAME OF SUB COMMITTEE** | **MEMBERSHIP** | **OVERALL PURPOSE** |
| --- | --- | --- |
| Finance | Josie Slattery, Margaret McLellan, Fiona O’ Toole, Denis Hayes | Oversee financial operations of FRC, advise board. Budgeting, planning and monitoring of income and expenditure. |
| Premisses Health & Safety Management | Liam Grimes, Eibhlin Ni Chathain, Denis Hayes Connie O’ Leary | Monitor energy usage in centre, ensure building and environment safe and user friendly for all. |
| Staff Liaison | Eibhlin Ni Chathain, Liam Grimes, Josie Slattery, Pauline Lyne, Connie O’ Leary. | Oversee staffing issues in centre, all HR, staff support and supervision issues. |
| Risk Management | Eibhlin Ni Chathain, Liam Grimes, Josie Slattery,Connie O’ Leary | Reviewing any potential risks for the Organisation, ensuring appropriate controls are in place to minimise these risks and assess quarterly. Make recommendations to the board. |

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| Childcare Subgroup | Eibhlin Ni Chathain, Josie Slattery, Connie O’ Leary  Theresa O’ Neill | The Childcare Sub-group supports the monitoring and management of the childcare service, Reporting back to the main board and making recommendations where necessary. |

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