

Public Call for Expression of Interest from suitably qualified and experienced individuals to serve on the Evaluation and Approvals Committee of the Local Enterprise Office (LEO) Dublin City

Recognising the importance of micro and small businesses to the Irish economy, the Government has a network of **Local Enterprise Offices (LEOs)** around the country. The 31 LEOs are the first-stop-shop for all entrepreneurs and existing micro and small businesses, delivering an enhanced and integrated support service.

The LEOs provide support services to all local micro and small businesses including start-up companies and micro enterprise companies seeking to expand. Qualifying businesses being considered for financial support will be evaluated by an Evaluation and Approvals Committee. The purpose of this Committee is to evaluate all projects which are being considered for financial support by LEO Dublin City, as set out under the service level agreement between Dublin City Council and Enterprise Ireland. In line with national enterprise policy, funding is primarily provided for businesses which are manufacturing and/or internationally traded services with demonstrable potential to export.

Dublin City Council is now inviting expressions of interest from persons interested in being appointed to the Evaluation and Approvals Committee. **LEO Dublin City's Evaluation & Approvals Committee** consists of a Senior Local Authority Official appointed by the Chief Executive, as Chair; a representative from Enterprise Ireland; and up to five individuals with specific areas of business expertise. **There is no remuneration attached to the positions.**

In considering the composition of the Committee, Dublin City Council will give due consideration to principles of broad equality and gender balance. In making any appointments to this Committee, Dublin City Council will not necessarily be confined to those who make such expressions of interest but will ensure that all of those appointed have the relevant mix of knowledge and expertise to contribute to the Committee. Dublin City Council will appoint members for a maximum period of five years. All expressions of interest lapse at the end of three calendar years.

What is involved;

Evaluation and Approval Committee will usually have about 8 meetings per year, each meeting lasts approximately 2 hours. There are up to 15 applications for funding per meeting. Members are required to read the applications in advance of the meeting and consider its merits against the eligibility criteria set out. Papers are issued one week before through an online system with the application details for review. Support and training as necessary will be provided.

Prospective members should have:

- Experience in assessing financial proposals and an ability to challenge company submissions
- Broad business experience and a clear ability to empathise with challenges facing micro and small enterprises
- The ability to demonstrate their understanding and experience in the micro and small enterprise sectors.

The candidates should set out clearly their expertise in the following:

- Entrepreneurship
- Debt/banking and/or cash-flow management expertise
- Equity and / or investment expertise

- Financial and / or business qualifications
- Business development
- Marketing / sales / sectors
- Technology

How to Apply:

<https://www.localenterprise.ie/!8Y7F6R> to **complete an expression of interest form** and **email it along with your curriculum vitae to: grants@leo.dublincity.ie** by **Thursday 15th December, 2022 @ 5.30PM**. Dublin City Council will acknowledge receipt of such applications and inform applicants in due course of their decision in relation to the appointments.