



Coimisiún
na Meán

Platform Supervision Manager

Specified Purpose Contract

Higher Executive Officer Grade

Platform Supervision & Investigations Division

Applicant Information Pack



July 2026

Dear Applicant

Thank you for your interest in the role of Platform Supervision Manager (HEO).

Working at Coimisiún na Meán, you will help create a thriving, diverse, creative, safe and trusted media landscape, that works for people in Ireland and across the EU.

You will help us regulate, support and develop the media landscape. You will help to uphold everyone's fundamental rights and ensure that we continue to live in an open democratic society.

Our organisation is growing rapidly. We grew from 40 people to 300 in our first three years. Our people come from a wide range of backgrounds: the online and media sectors, civil society, public service, academia and the legal profession. We are proud of the opportunities we give for professional growth. We are committed to having a workforce that reflects the diversity of the society that we serve.

We are delighted to be recruiting for a Platform Supervision Manager. This role will contribute to delivering the strategy that we adopted earlier this year. It will contribute to our goals of ensuring that the media landscape:

- upholds the rights, wellbeing and development of children
- supports democracy and democratic values
- is one that consumers can trust so that they are protected from exploitation and fraud
- reflects and shapes Irish culture and who we are as a society
- promotes the values of justice, equality, diversity and inclusion
- strengthens public health and safety

If you believe this opportunity aligns with your skills and offers a chance to grow professionally, we'd be excited to hear from you and encourage you to apply.

Yours sincerely

Jeremy Godfrey, Executive Chairperson



Left to Right: Rónán Ó Domhnaill, Niamh Hodnett, Jeremy Godfrey, Aoife MacEvilly, John Evans

Our Vision and Mission



Our vision is for a thriving, diverse, creative, safe and trusted media landscape.



We regulate, support and develop a media landscape that underpins fundamental rights and fosters an open, democratic and pluralistic society.

Our Strategic Outcome Areas



Our Values



About This Role

Role Purpose

This Platform Supervision Manager role supports the delivery of supervisory activity for regulated digital platforms during a period of maternity cover. The role focuses on monitoring and assessing compliance with regulatory obligations through structured analysis of platform systems, transparency reporting, risk assessments, and other relevant data sources.

This is a hybrid position combining home and office-based working and is based at An Coimisiún na Meán's offices in One Shelbourne Building, Dublin 4.

About the Team

The mission of the Platform Supervision teams is to understand the services and operations of the organisations that Coimisiún na Meán regulates. This includes monitoring compliance with regulatory obligations, resolving issues on a voluntary basis when appropriate, and taking formal compliance action when warranted. The overall Division is made up of six teams; 4 devoted to the supervision of platforms, an investigations team and an operations team which will help determine regulatory strategy.

Key Responsibilities

- Project planning and administration
- Reviewing legislation and advice to transform codes and rules into working processes
- Data and evidence gathering through proactive requests
- Review and analysis of transparency reports, risk assessments, and other service provided data
- Review and analysis of practices and behaviours of regulated entities across the market
- Analysis of recommender systems, organic and promoted content, and all associated review processes
- Collaboration with internal and external teams to develop, maintain, and update supervisory and investigative best practices



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Key Responsibilities (continued)

- Development of supervisory practices and recommendations to change or improve processes
- People Management, to include managing, hiring and developing a high performing team
- Identifying the skills and training requirements needed to ensure the organisation can deliver high quality and supervisory and investigative services
- Mentoring and coaching team members to develop their potential

The above is intended as a guide to the general range of duties and is intended to be neither definitive nor restrictive and is subject to review.

About You

Experience, Skills, Knowledge & Qualifications

Essential Criteria

- Relevant experience in the technology, regulatory sectors.
- Strong planning and organisational skills, with the ability to manage competing priorities and deliver to deadlines.
- Strong interpersonal and stakeholder management skills, including the ability to build relationships and influence outcomes.
- Ability to work effectively both independently and as part of multidisciplinary project teams.
- Excellent written communication skills across a range of formats, including presentations, policy papers, correspondence, and reports.
- Understanding of technology sector practices, including policy development, change management, risk management, content governance, and monetisation models.
- Commitment to working within legal and regulatory frameworks to support positive public outcomes.

Desirable Criteria

- A recognised qualification/degree of at least Level 7 on the National Framework of Qualifications in a relevant discipline is desirable.
- Fluency in or working knowledge of the Irish language.



Key Information

Benefits, Package & Pay

- This position is offered on a specified purpose basis.
 - Full time, 35 hrs per week
 - Annual Leave: 29 days per annum
 - The role will be a hybrid role combining home and office working. Our current hybrid policy is 2 days in the office.
 - Our office is located at One Shelbourne Buildings, Shelbourne Road, Dublin 4, D04 NP20.
 - For a full list of benefits see our website [here](#)
 - This position is graded at the Higher Executive Officer [scale](#)
- Successful candidates will be appointed on the first point of the scale.

Citizenship Requirement

Eligible Candidates must be:

- (a) A citizen of the European Economic Area (EEA). The EEA consists of the Member States of the European Union, Iceland, Liechtenstein and Norway; or
- (b) A citizen of the United Kingdom (UK); or
- (c) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons; or
- (d) A non-EEA citizen who has a stamp 4 permission* or stamp 5 permission.

*Please note that a 50 TEU visa, which is a replacement for Stamp 4EUFAM after Brexit, is acceptable as a Stamp 4 equivalent

To qualify candidates must meet one of the citizenship criteria by the time of application.



Trust



Impact



Courage



Independence



People
Focused



Integrity

Application Process

If you are interested in applying for this position, please submit:

A CV (max 2 pages) and a Cover letter/personal statement (max 1 page) outlining why you believe your skills, experience and values meet the requirements of the position via [HERE](#). Appointment to this role is subject to the candidate's eligibility to work in Ireland. All positions require candidates to live in the Republic of Ireland or Northern Ireland. Candidates who engage in canvassing will be disqualified and excluded from the process.

Late applications or applications not received through the correct channel, as indicated above, will not be considered.

For queries related to the application or selection process related to this role, please contact cnam@cpl.ie

Competencies

Please see the competencies below that will be assessed at interview stage for this competition. For more information on the competencies visit our [frequently asked questions](#).

- Team Leadership
- Judgement, Analysis and decision making
- Management and Delivery of Results
- Interpersonal and Communication skills
- Specialist Knowledge, Expertise and Self Development
- Drive & Commitment to Public Service Values



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Impact



Courage



Independence



People Focused



Integrity

Privacy Notice

Coimisiún na Meán (An Coimisiún, CnaM, we, our) processes the personal data arising as a result of its recruitment campaign. The Data Controller is CnaM, and the Data Processor appointed by CnaM to conduct the recruitment process is CPL. The Data Controller's contact details are - Data Protection Officer, Coimisiún na Meán 1 Shelbourne Buildings, Shelbourne Road, Dublin 4, D04 NP20, Ireland.

Email: dpo@cnam.ie **Phone Number:** 01 963 7755

CnaM will process the personal data collected during the recruitment process for the purpose of the review, consideration and selection of applications and the contacting of applicants. Third party recipients may include CnaM representatives. CnaM does not transfer personal data outside of the EU or EEA.

CnaM's legal bases for collecting and processing this data may include:

- Contract - where the processing is necessary for the performance of a contract, or in order to take steps at the request of the data subject prior to entering into a contract

and/or

- Consent - where you have given explicit consent to the processing (e.g. reasonable accommodations)

The personal data processed will be stored securely. This data will be stored for a maximum of 12 months in the event of an unsuccessful application.

Applicants have the right to access their data and to rectify any inaccuracies in their data. To do this, please write to the Data Protection Officer at the address listed above. Applicants have the right, where appropriate, to the erasure of their data and/or a restriction on processing of their data. In addition, data subjects have the right to lodge a complaint with the Data Protection Commission. Our full Data Protection Statement is available here: <https://www.cnam.ie/governance/data-protection-privacy/privacy-statement/>

Selection Process

The selection process will include:

Shortlisting of candidates based on the information provided in their application, assessed against the specified criteria for the role. Candidates shortlisted will be invited to a competency-based interview which will be conducted in person at our Dublin office.

Reasonable Accommodations

Reasonable accommodations will be provided, if required, during the recruitment process. To discuss and request reasonable accommodations in confidence please contact Angeline McKiernan at amckiernan@cnam.ie

Coimisiún na Meán is an equal opportunities employer. We welcome applications from candidates with diverse backgrounds and are committed to championing an inclusive and diverse workforce which reflects modern Ireland. We work to create a culture where everyone has equal access to opportunity and feels comfortable to be their authentic selves at work.

Closing Date: 3pm 23 July

