



July 2025

**Job Title:** Finance Manager

**Location:** Dublin, Ireland

**Reports to:** CEO / Executive Director

**Type:** Full-time, Permanent

## About the Organisation

Shamrock Rovers, the most successful football club in the Republic of Ireland, is owned by a combination of members & private investors. The club is overseen by a board of Directors. We are a dynamic and ambitious sporting organisation based in Dublin, dedicated to promoting excellence and participation at all levels of football. With a growing portfolio of programmes, events, and partnerships, we are seeking a proactive and commercially minded Finance Manager to join our team and lead our financial operations.

## Role Overview

We are looking to recruit a **Finance Manager**, responsible for overseeing all aspects of financial management, from day-to-day accounting to strategic financial planning. The successful candidate will combine strong technical accounting skills with commercial acumen, supporting organisational growth and sustainability and will report directly to the CEO.

This role is ideal for a finance professional looking to make a significant impact in a professional football club environment.

## Key Responsibilities

### Financial Management & Reporting

- Manage all core finance functions including budgeting, forecasting, cash flow management and monthly reporting.
- Prepare monthly management accounts and financial reports for the CEO, Board, and external stakeholders.
- Ensure timely and accurate year-end accounts and liaison with external auditors.
- Manage cost control, efficiencies and financial compliance within an agreed budget.

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## Strategic Planning & Commercial Insight

- Support strategic decision-making through financial modelling, scenario analysis, and business case development.
- Identify commercial opportunities, assess financial viability of new projects, events, funding and sponsorship deals.
- Monitor and analyse performance metrics and KPIs across departments.
- Negotiate contracts with vendors and assistance in the negotiation of contracts with players.

## Governance & Compliance

- Ensure compliance with all regulatory, statutory, and tax obligations (e.g. CRO, Revenue, FAI, Sport Ireland)
- Maintain internal controls and policies to safeguard organisational assets.
- Licensing Management: Responsible for financial submissions to both the Football Association of Ireland (FAI) and UEFA for competition licensing on an annual and quarterly basis
- Oversee grant applications, budget submissions, and financial reporting for funding bodies.

## Operational Finance

- Manage payroll, accounts payable/receivable, bank reconciliations, and expense processing.
- Maintain financial systems and software, ensuring accuracy and efficiency.
- Liaise with external advisors including auditors, banks, insurers, and payroll providers.

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## Key Requirements

### Essential

- Fully qualified accountant (ACA, ACCA, CIMA, CPA or equivalent).
- Minimum 3 years' post-qualification experience, ideally including experience in a commercial finance role.
- Strong technical accounting knowledge, tax regulations and experience with budgeting and forecasting.
- Excellent Excel skills and familiarity with SAGE accounting software
- Demonstrate commercial acumen with the ability to contribute strategically.
- Strong organisational, communication, and interpersonal skills.

### Desirable

- Experience in the sports, not-for-profit, or events sector.
- Knowledge of sporting governance requirements
- Experience with grant management and public sector reporting.

### What We Offer

- Opportunity to make a significant impact in a purpose-driven organisation.
- Competitive salary and benefits package.
- Autonomy and scope for professional development.
- Supportive and collaborative work environment.

Please send your CV to [recruitment@shamrockrovers.ie](mailto:recruitment@shamrockrovers.ie) by Friday 15<sup>th</sup> August, 2025.

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