



Title: Head of Regulatory Engagement
Employer: The Approved Housing Bodies Regulatory Authority
Level and Salary Scale: Assistant Principal – PPC €81,475 – €101,535
Location: Up to 60% Remote Working Available
Closing date: 17th February 2026 at 12 noon

CONTEXT TO THE ROLE

The Approved Housing Bodies Regulatory Authority (AHBRA), established in February 2021, plays a crucial role in ensuring the effective governance, financial management, and performance of voluntary and co-operative housing bodies. This oversight is in line with the Housing (Regulation of Approved Housing Bodies) Act 2019.

AHBRA's mission is to regulate Approved Housing Bodies (AHBs) to bolster governance and financial stability within the sector. This is particularly important for safeguarding the substantial public investment in social and affordable housing provided by AHBs. By doing so, AHBRA offers reassurance to investors, tenants, the government, and the AHB sector itself, ensuring that social housing providers operate within a well-regulated and stable environment.

ROLE SPECIFICATION

AHBRA invites applications for a senior leadership role as Assistant Principal – Head of Regulatory Engagement. This is a strategically significant post, reporting directly to the Chief Executive Officer, with responsibility for leading AHBRA's new Regulatory Engagement function integrating guidance and capacity building initiatives, stakeholder engagement and communications. The role requires a high level of initiative and drive to establish this new function, build relationships with the sector and deliver practical impact in an evolving regulatory environment.

AHBRA currently undertakes guidance and capacity building initiatives, stakeholder engagement and communications activity across a number of teams in support of its regulatory functions. With the recruitment of this post, AHBRA will establish a new, dedicated Regulatory Engagement function, reflecting the increasing scale and complexity of the sector and AHBRA's strategic focus on facilitating and embedding compliance.

The Regulatory Engagement function will be a core part of AHBRA's risk-based regulatory model. It will complement the work of Registration, Assessment and Regulatory Oversight by strengthening understanding of regulatory expectations, addressing recurring compliance challenges and supporting a culture of good

governance across the AHB sector.

KEY DUTIES & RESPONSIBILITIES

The key duties and responsibilities are as follows:

Strategic Leadership of Regulatory Engagement

Provide strategic leadership for AHBRA's Regulatory Engagement function, ensuring it supports AHBRA's statutory functions, strategic objectives and contributes to compliance across the sector.

Compliance Enablement through Engagement and Guidance

Lead the development and delivery of structured engagement, guidance and capacity building initiatives that assist AHBs to understand, implement and sustain compliance with statutory requirements and regulatory standards. This includes translating regulatory expectations into practical guidance, addressing recurring or systemic compliance issues and supporting a culture of good governance across the sector.

Regulatory Communications and Public Information

Lead on AHBRA's external communications, ensuring clarity, consistency and alignment with regulatory objectives. Support transparency and public confidence through the effective publication and communication of regulatory and corporate information.

Stakeholder Engagement

Lead AHBRA's strategic engagement with key stakeholders including AHBs, funders, Local Authorities, Government Departments and other regulators. Strengthen co-ordinated sector engagement and shared understanding across the wider oversight system to support effective regulation.

Internal Leadership and Collaboration

Lead and develop the Regulatory Engagement team. Work closely with internal divisions to ensure consistent regulatory messaging and alignment between assessment findings, oversight activity and regulatory strategy.

Executive and Strategic Contribution

As a member of the Executive Team, contribute to organisational leadership, strategic planning and delivery of AHBRA's Statement of Strategy. Prepare material and advice for senior management and the Board as required.

Other Duties

Undertake any other duties as directed by the Chief Executive Officer, consistent with the level and nature of the role.

ELIGIBILITY CRITERIA

Candidates must meet the following requirements prior to their appointment:

- A relevant third-level qualification (minimum Level 7 NFQ) or a professional qualification relevant to the role.
- Significant experience in a regulatory, oversight, governance or compliance-focused environment.

ESSENTIAL CRITERIA:

- Demonstrated experience in at least one of the following areas:
 - developing and delivering regulatory guidance or capacity building programmes
 - senior level communications, stakeholder engagement or public affairs including the communication of complex or technical information to diverse audiences
- Proven capability to lead and manage people effectively, ensuring results are delivered to a high standard with consistency and timeliness
- Experience working at system or sector level, involving cross-organisational collaboration and strategic engagement

DESIRABLE EXPERIENCE:

- Knowledge of housing, not-for-profit, financial or public-sector regulatory contexts.

Candidates must have unconditional authorisation to live and work in Ireland.

The role will require travel to AHBs and other stakeholder locations nationwide. Candidates must therefore be in a position to meet the travel requirements of the role.

KEY COMPETENCIES FOR EFFECTIVE PERFORMANCE AT THIS GRADE

Interpersonal & Communication Skills

- Develops and maintains positive, productive and beneficial working relationships.
- Presents information clearly, concisely and confidently when speaking and in writing to both internal and external stakeholders.
- Effectively influences others to take action.

Management & Delivery of Results

- Leads and engages the team to develop individuals and maximise performance.
- Development of operational and team plans.

- Plans and prioritises work and resources within the team effectively.
Drives delivery of initiatives that have measurable regulatory impact.

Judgement, Analysis & Decision Making

- Makes timely, informed, effective decisions and shows good judgement and balance in making decisions or recommendations.
- Gathers and analyses information from relevant sources, whether financial, numerical or otherwise, weighing up a range of critical factors.
- Takes account of any broader issues, agendas, sensitivities and related implications when making decisions.

Specialist Knowledge

- Strong understanding of effective regulatory engagement including compliance, risk strategies and communications in a regulated environment.
- Knowledge of public-sector governance, accountability and statutory frameworks.

PAY SCALE

Assistant Principal – €81,475 – €84,475 – €87,518 – €90,569 – €93,617 – €95,375 – €98,449¹ – €101,535²

¹ After 3 years satisfactory service at the maximum.

² After 6 years satisfactory service at the maximum.

Important Note

New entrants will be appointed on the first point of the scale in line with government policy. Different terms and conditions may apply if immediately before appointment, the successful candidate is a currently serving civil/public servant.

ELIGIBILITY TO COMPETE

Eligible candidates must be:

- a. A citizen of the European Economic Area. 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 visa: or
- e. A person awarded international protection under the International Protection Act 2015, or any family member entitled to remain in the State as a result of family reunification and has a stamp 4 visa; or
- f. A non-EEA citizen who is a parent of a dependent child who is a citizen of, and resident in, an EEA member state or Switzerland and has a stamp 4 visa

BLENDED WORKING

AHBRA is committed to excellence in the delivery of our broad range of services and to the quality of our customer service. In this context, AHBRA have implemented a blended working policy while maintaining our commitment to the delivery of the highest standard of services. All employees are entitled to apply for blended working of up to 40% remote working in the probationary period and 60% once probation is successfully completed.

HOURS OF ATTENDANCE

The standard business hours for AHBRA are 9am to 5pm, Monday to Friday.

ANNUAL LEAVE

The annual leave for this role is 30 days and is based on a five-day week and is exclusive of statutory public holidays.

Reckoning of Prior Service in the Civil Service on Appointment or Promotion to a New Post.

Serving officers appointed or promoted to a new post may retain their existing annual leave allowance if it is greater than the allowance which would otherwise apply. This is subject, however, to the maximum allowance applicable to the new post not being exceeded

OTHER BENEFITS OF WORKING FOR AHBRA

- A permanent pensionable position
- Flexible working hours within defined limits
- Personal development opportunities through employer sponsored academic education, paid study leave and in-house training and development programmes
- Dynamic and interactive work environment
- Career progression opportunities
- Facilitation of Tax Saver travel tickets and Bike to Work Scheme
- Bike parking onsite
- Modern city centre office, located near Merrion Square, Dublin 2, which is easily accessible by DART, and many bus routes

SUPERANNUATION, RETIREMENT & PRIOR PUBLIC SERVANTS

The minimum age at which pension is payable is 66 (rising to 67 and 68) in line with State Pension age changes.

Retirement Age: will be determined in accordance with the relevant government departmental circulars.

THE SELECTION PROCESS

How to Apply

Complete the application form in full and submit via the online application portal [Approved Housing Bodies Regulatory Authority](#) by **17th February 2026 at 12 noon.**

AHBRA's recruitment and application programme is supported by Sigmar Ltd. Canvassing by or on behalf of the applicant will automatically disqualify. Any queries should be directed to ahbrajobs@sigmar.ie.

The Selection Process may include the following

- Aptitude testing
- Technical Knowledge or skills-based exercise
- Shortlisting of candidates based on the information contained in their application form
- Initial/preliminary interview
- Presentation or other exercises
- A final competitive interview
- Any other tests or exercises that may be deemed appropriate

In addition, a successful candidate must be passed medically fit to take up the appointment.

AHBRA will conduct a short-listing process. This process will select a number of candidates for interview who, based on an examination of the application forms appear to be the most suitable for the position. An expert board will examine the application forms against a pre-determined criteria based on the requirements of the position. This is not to suggest that other candidates are necessarily unsuitable or incapable of undertaking the job, rather that there are some candidates, who based on their application form, appear to be better qualified and/or have more relevant experience. It is therefore in your own interest to provide a detailed and accurate account of your qualifications/experience on the application form.

If a person to whom an offer is made, declines, or having accepted the position relinquishes it, or if any additional vacancy arises, AHBRA may, at its discretion, consider applicants from this process for appointment to any other comparative vacancy within a twelve-month period.

AHBRA is committed to a policy of equal opportunity.

CLOSING DATE

Your application must be submitted via the online application portal [Approved Housing Bodies Regulatory Authority \(ahbrajobs.com\)](https://ahbrajobs.com) by **17th February 2026 at 12 noon.**

If you do not receive an acknowledgement of receipt of your application within 24 hours of applying, please contact ahbrajobs@sigmar.ie. Campaign updates will be issued to your registered email address as entered on the online application portal.

You are advised to check your emails on a regular basis throughout the duration of the competition; in addition, being sure to check junk/spam folders should any emails be mistakenly filtered.

DATA PROTECTION ACTS, 1988, 2003 AND 2018

Sigmar Recruitment Ltd., in their capacity as Data Processor provide recruitment services on behalf of the Approved Housing Bodies Regulatory Authority (AHBRA), Data Controller. Sigmar create a record in your name, which contains personal information you have supplied. This record is used solely to consider and assess your candidature, and should you be successful, your personal data will be forwarded to AHBRA. Personal data processed is subject to the rights and obligations set out in the Data Protection Acts 1988-2013 and the General Data Protection Regulation (GDPR). Under the GDPR, data subjects whose data is processed by AHBRA are entitled to exercise certain rights against their personal data. You may request to exercise any of these rights, free of charge by contacting the DPO at dpo@ahbregulator.ie. For further information on how the AHBRA process personal data, please see our Privacy Statement: <https://www.ahbregulator.ie/legal-compliance/privacy-statement/>

For more information on how Sigmar process your personal data, please review the Privacy Statement: <https://www.sigmarrecruitment.com/privacy-statement>.

If you are dissatisfied with the handling of a Data Protection request you make with AHBRA, or you believe AHBRA is falling short of its data protection obligations, please contact the AHBRA DPO.

Please note you also have the right to lodge a complaint with the Data Protection Commissioner: <https://forms.dataprotection.ie/contact>.