



An Roinn Gnóthaí Eachtracha Department of Foreign Affairs

Expressions of Interest Sought – Deadline 24 April 2023

Appointment of Honorary Consul – Portland, Maine

The Consulate General of Ireland in Boston works with Ireland's Embassy in Washington to promote and protect Irish interests in New England, whether it is working with the Irish community, promoting Irish economic interests, or supporting the strong partnership between our governments. We also provide a range of key consular services.

The Consulate General of Ireland in Boston is looking to appoint a new Honorary Consul in the coming months in Portland, Maine.

The new Honorary Consul will provide consular assistance and services to Irish citizens and will also assist and support the Consulate in Boston with the broader development of economic, business and cultural relations within the state of Maine.

The role of an Honorary Consul is by definition honorary. It is not salaried and does not have pension entitlements. Candidates should be current legal residents in the relevant location (Portland) and must be fluent in English. They must be in a position to provide a suitable premises for the Honorary Consulate (more details can be provided on request). Honorary Consuls receive an annual honorarium of €1125, refund of eligible communication costs associated with the role and retain 50% of consular fees received (up to certain limits).

Expressions of interest, together with a CV, should be sent to the Consulate General of Ireland in Boston by email to boston.recruitment@dfa.ie by close of business on Monday, 24 April 2023

A short listing process will be carried out on the expressions of interest and a small number of persons may be invited for interview. At this stage potential candidates will be asked for two written references and to complete a number of forms including a security vetting form.

The following categories of person cannot be considered for the role:

- Individuals who occupy a public or governmental position
- Those who may be unable to deliver consular services due to other commitments
- Anyone who is politically active
- Persons with a real, apparent or potential conflict of interest

Queries about the positions can be directed to Vice Consul, Paul Rooney –

Paul.Rooney@dfa.ie

Any eventual appointments will be subject to the agreement of the relevant US authorities.

The Consulate General of Ireland, Boston is committed to a policy of Equal Opportunity.