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**Ceannaire Gairmithe Sláinte agus Cúraim Shóisialta | HSCP Lead**

**Gender Healthcare Programme  
Clinical Design & Innovation**

**Office of the Chief Clinical Officer**

**Job Specification & Terms and Conditions**

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| **Job Title and Grade** | **Ceannaire Gairmithe Sláinte agus Cúraim Shóisialta** | **HSCP Lead**  **Gender Healthcare Programme**  **Tenure, 2.5 days / week (0.5 WTE) for a 2-year period.** |
| **Terms and Conditions** | This appointment will be on the basis of grade-to-grade reassignment/secondment and **current remuneration will apply**.  The successful candidate will retain all current terms and conditions on reassignment/secondment into the role.  The standard working week associated with this post is 2.5 days per week, Monday to Friday. (Specific working days to be agreed on appointment). |
| **Closing Date** | **Friday, 05 September 2025 at 12 noon** |
| **Proposed Interview date(s)** | Skills-match interviews will take place after the shortlisting process is completed. Please note: this may be at short notice. |
| **Taking up Appointment** | The successful candidate will be expected to take up post as soon as possible after the completion of the selection process but **no later than** two months after the post has been offered. |
| **Organisational Area** | Clinical Design and Innovation, Office of the Chief Clinical Officer |
| **Location of Post** | Tá Dearadh agus Nuálaíocht Chliniciúil, Oifig an Phríomhoifigigh Chliniciúil lonnaithe in Ospidéal an Dr. Steevens, Baile Átha Cliath 8, i bhFoirgneamh Brunel, An Ceantar Theas, Baile Átha Cliath 8 agus in Ospidéal Stewarts, Baile Phámar, Baile Átha Cliath 20.  Clinical Design and Innovation, Office of the Chief Clinical Officer (OoCCO) is located in Dr. Steevens’ Hospital Dublin 8, the Brunel Building, Heuston South Quarter, Dublin 8 and Stewarts Hospital, Palmerstown Dublin 20.  Location of post is open to negotiation with the successful candidate.    Flexibility and commitment to travel is required for programme related site visits and programme work stream committee meetings. |
| **Informal Enquiries** | **For Informal Enquiries, please refer to:**  Ms Seila Ley  Senior HR Officer  Business Management Office, Clinical Design and Innovation | Office of the Chief Clinical Officer  **Email:** [**Seila.ley@hse.ie**](mailto:Seila.ley@hse.ie) |
| **Details of Service** | **Clinical Design and Innovation | Office of the Chief Clinical Officer**  The Office of the Chief Clinical Officer (CCO) was established as part of an overall investment by the HSE to strengthen governance and accountability for the planning and delivery of high-quality services with the aim of driving transformational change across our healthcare system through clinical leadership, design of new models of care, promotion of a culture of safety and quality improvements; through patient and service user involvement.  The Clinical Design and Innovation (CDI) function, reporting to the National Clinical Director of Integrated Care, within of the Office of the CCO provides Clinical Innovation, Design Leadership and Direction to strategic decisions across the wider organisation.  For further information click on the following link provided:  <https://www.hse.ie/eng/about/who/cspd/>  **NCAGL Structure /Remit as relevant to the role**  Gender Healthcare services in Ireland developed on an organic basis over the years and demand in recent times has, in line with international experience, increased exponentially. Gender Healthcare services span multiple adult, children & young person services from primary care through to specialist medical and surgical hospital-based services.  Current services for those with Gender Dysphoria in Ireland include:   1. Adult services: based in Dublin South East, Dublin North East and West North West. 2. Children’s’ services: Children’s Health Ireland (CHI) located in CHI at Crumlin currently providing the medical endocrine specialist service.   The Irish health service is committed to developing a seamless and integrated service for people with gender identity issues, with the support of all relevant stakeholders.  Under the policy framework of Sláintecare, a multi-disciplinary team, led by a Clinical Lead for Gender Healthcare has been commissioned to develop an updated and integrated HSE MoC for transgender services. The updated model will reflect the evolving scientific and clinical evidence base which informs work on understanding and meeting the health and social care needs of people who express gender incongruence or dysphoria. |
| **Reporting**  **Relationships** | Operational reporting to the Clinical Lead for Gender Healthcare Programme.  Professionally reporting to the National Health and Social Care Professions (HSCP) Office and National HSCP Lead or designee  Liaise with General Manager, Clinical Design & Innovation relating to the management and operation of the reassignment / secondment. |
| **Purpose of the Post** | The HSCP Lead will work with the Clinical Lead and programme team to plan and deliver the required outputs to realise this assigned strategic priority. They will provide HSCP expertise in the design and development of an updated, integrated Model of Care (MoC) and implementation plan for Gender Healthcare for adults, children, and young people using a population health needs assessment (HNA) based approach. Ensuring the voice of people with lived experience is included in their work, including co-design and actively championing service improvement using quality improvement methodologies to inform the work of the programme, is essential.  **The current vacancy will be filled based on a secondment/reassignment. It will be for a 2 year fixed duration time period.** |
| **Principal Duties and Responsibilities** | **The HSCP Lead will**:   * Work with the Clinical Lead, and programme team for Gender Healthcare to plan and deliver the required outputs to realise the assigned strategic priorities. * Provide HSCP expertise in the design and development of a Model of Care for Gender Healthcare Care (Adults ,Children and Young People) using a population health needs assessment (HNA) based approach. * Attend and contribute to programme meetings and workshops * Develop, in consultation with peers, relevant briefing materials as required * Ensure dissemination of information to HSCP colleagues and seek views of HSCP colleagues across all relevant HSCP professions and services, bringing this collective view to the working group meetings and work streams of the programme. * Work closely with the Clinical Lead to support multi-disciplinary integrations at every level as appropriate * Work closely with the Clinical Lead and programme team to support and bring HSCP expertise to patient and family engagement processes. * Identify and lead on HSCP specific work streams to support programme objectives, working in partnership with the programme team   **General**   * Undertake strategic review and management of appropriate projects as defined by the Clinical Lead. This will include project planning and service planning. * Identify and propose operational processes, informed by best practice, in order to optimise use of resources and to ensure compliance with statutory requirements and to improve the experience and outcome of our service users. * Promote best practice that is evidence based with the ultimate outcome of improving patient care. * Provide HSCP expertise and source appropriate high quality profession specific advice for the programme team. * Seek support from key stakeholders in the HSCP community for proposed service developments * Create and promote healthy working relationships. This includes the maintenance of a cross professional, collaborative approach to team working. * Ensure Health Service Executive policies and protocols are implemented and adhered to. * Adopt a professional leadership role within the programme governance structures influencing both clinical and non-clinical processes that impact upon the experience and/or outcome for our service users. * Identify and advise on key performance indicators and metrics in the provision of HSCP services. * Driving and promoting a performance management culture.   **Management and Leadership**   * Ensure visibility of the HSCP Lead throughout regular ‘site visits’ and other means of communication. * Manage own workload within the context of overall programme objectives reporting regularly to the Clinical Lead * Provide advice for all members of the team and supportive supervision to other HSCP assigned to programme work streams. * Provide innovative and effective leadership, support and advice to Health & Social Care Professionals at all levels. * Participate in the development of the overall programme operational plan and in the monitoring and review of activity against the plans. * Support the development of a culture of continuous quality improvement. * Develop a shared sense of commitment and participation among staff in the management of change, the development of the HSCP led services and in responding to the changing health needs of service users / patients and their families. * Communicate with relevant strategic and service managers as appropriate in a timely manner. * Advise the Programme Team on professional issues, clinical, quality and standard issues, education, professional development and any such matters that are likely to impact on HSCP professional practice * Provide guidance to HSCP and other staff in the implementation of relevant policies, procedures and guidelines * Participate in the development of the annual report and annual plan and in the monitoring and review of activity against the plans. * Participate and engage in projects and service developments by representing senior HSCP on committees and groups as requested. * Report issues which interfere with clinical standards of care, to the Clinical Lead. * Promote and support the delivery of quality improvement plans * Represent the programme on site visits and accreditation visits (where relevant to the programme). * Work collaboratively with HSCP and Nursing leads on other clinical programmes   **Clinical / Professional Responsibilities**   * Act as a resource in providing specialist knowledge, consultancy and expertise in collaboration with management, nursing and all healthcare personnel. * Ensure that the requirements of the Standards of Professional Practice for the profession as determined by CORU or equivalent are met and upheld at all times. * Participate in the identification of HSCP led quality initiatives promoting clinical/ non clinical practice improvements in support of programme objectives and work streams * Participate in audits of HSCP practice and procedures. * Assist in identifying specific areas in which improvements can be made and work to continuously improve standards of care delivered. * Relay HSCP feedback to the programme team and other key stakeholders for discussion * Escalate to the National HSCP Lead or designee any aspects of a professional practice nature which give cause for concern. * Communicate to HSCP Leads, HSCP Office and HSCP interest groups and to other programme leads proposed developments as they arise, in particular those which have potential impacts on HSCP service delivery, professional practice, and for interdisciplinary working. * Participate in development of quality initiatives including standard setting, investigation of complaints and untoward incidents as deemed appropriate by the Clinical Lead and professional supervisor.   **Human Resources**   * Advise on prevailing HSCP policy and regulation. * Advise on the need for staff development programmes and work collaboratively with the HSCP Office and other key stakeholders in designing and commissioning of such programmes. * Advise on appropriate HSCP skills mix and staffing to ensure appropriate skilled and experienced staff are available to meet a defined clinical case load and demand * Advise Senior HSCP Managers when staff numbers and skill mix require reviewing to cope with fluctuating work load and case complexity * In association with programme, senior HSCP managers and service managers identify opportunities for service evaluation * Work in a collaborative and co-ordinated manner with Consultants, Department Heads and other disciplines providing direct and indirect services to patients.   **Education and Training**   * Be aware of current developments in medical and health services delivery. * Keep the National HSCP Lead, and Clinical Programme Leads aware of the developmental needs of the HSCP service. * Liaise and co-operate with appropriate third level education institutes when necessary and in collaboration with the National HSCP Office * Engage in performance review processes including personal development planning e.g. by setting own objectives and providing and receiving feedback. * Maintain own Continuous Professional Development in order to maintain professional competence and regulatory requirements, through attendance at approved seminars, training/education programmes, clinical practice and reading current literature and recent research. * Participate in in-service training and orientation programmes. * Participate in training programmes and any other programmes pertaining to future development in the clinical programme(s). * Lecture at conferences, seminars and other educational activities on the Clinical Programme, locally, regionally, nationally and internationally.   **Governance and Quality Assurance**   * The post holder will take a HSCP leadership input role in programme governance working in partnership with the Clinical Lead and other professions. * Ensure that effective governance procedures are maintained and participate/ advise on changes according to defined needs. * Contribute to the development of key process and outcome standards for the HSCP service. * Identify HSCP specific work streams, objectives, and desired outcomes in line with programme annual work plans and programme annual operational plans and business cases. * Lead in the development of key clinical and service resource documents, ensuring communication of their availability, promoting implementation and updates in a timely fashion * Take a lead role in the continuous development of appropriate key performance indicators and quality care metrics specific to the HSCP area of service and programme objectives. * Ensure adherence to established policies and procedures e.g. health and safety, infection control, Data Privacy and GDPR, Travel etc. * Ensure compliance with the quality and risk safety framework programme. * Participate in accreditation programmes external and internal to the HSE when requested. * Advise the Project Manager on milestone achievement and risks associated with achievement of annual work plans. * Maintain a feedback mechanism and report to the Clinical Lead and Project Manager where appropriate. * Support the introduction of any recommendations for key reports.   **Information Technology**   * Be an advocate for effective and efficient use of developments in information technology for patient care, administration and quality improvement in a manner that integrates well with systems throughout the organisation. * Ensure advice of relevant stakeholders is sought as part of procurement process e.g. design and implementation of electronic patient records, referral mechanisms and E-Health platforms * Be an active participant in the development of data sets to support digital health, patient reported quality and outcomes of care reports, care delivery, audit and research   **Health & Safety**   * Ensure that effective safety procedures are in place to comply not only with the Health, Safety and Welfare at Work Act but also within the spirit of the health service. * Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards. * To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service |
| **Eligibility Criteria**  **Qualifications and / or Experience** | This campaign is confined to staff who are currently employed by the HSE, TUSLA, other statutory health agencies\*, or a body which provides services on behalf of the HSE under Section 38 of the Health Act 2004 as per Workplace Relations Commission agreement -161867.  **\*** View the list of [other statutory health agencies](https://www.gov.ie/en/organisation-information/9c9c03-bodies-under-the-aegis-of-the-department-of-health/?referrer=http://www.health.gov.ie/about-us/agencies-health-bodies/)  **Eligible candidates must have at the latest date of application:**   1. **Professional Qualifications, Experience, etc** 2. Be employed at a minimum of a HSCP senior grade 3. Have a minimum of 5 years post qualification full-time clinical experience or an aggregate of 5 years’ full time clinical experience, 4. Have a minimum of 3 years’ experience or an aggregate of 3 years’ experience of providing psycho-social care in a relevant clinical area. 5. Have experience of collaborative working on projects groups at local, regional or national level 6. Provide evidence of contributing to healthcare quality improvement 7. Provide evidence of leadership representative roles, within and beyond professional boundaries 8. Demonstrate evidence of continuing professional development relevant to the required area of specialism, 9. Demonstrate the ability to practise safely and effectively fulfilling his/her professional responsibility within his/her scope of practice. 10. Possess the requisite knowledge and ability including a high standard of suitability and clinical, managerial and administrative capacity to properly discharge the functions of the role 11. Applicants should be registered with CORU where appropriate or have statutory registration or professional registration / accreditation. and on appointment, practitioners must maintain their annual registration   **1 *Note 1: Candidates must have a recognised HSCP qualification to the professions encompassed in the National HSCP Office – Please refer to Additional Campaign information for a list of the professions***   1. **Health**   A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.   1. **Character**   Each candidate for and any person holding the office must be of good character. |
| **Skills, competencies and /or knowledge** | **Professional Knowledge & Experience**  Demonstrate:   * Substantial clinical skills and expertise in psycho-social health care delivery * A proven track record of excellence, development and innovation in their career and achievement in their profession * Advanced knowledge base in relation to the Health and Social Care Professions and current challenges and opportunities * Advanced working knowledge of the relevant health services * A comprehensive understanding of health service reform and HSE service improvement * An excellent understanding of change management approaches and processes   **Leadership & Managing Change**  Demonstrate:   * Leadership skills and the capacity to inspire teams to the confident delivery of excellent services in line with strategic objectives * The capacity for management responsibility and demonstration of initiative * Excellent skills in influencing, negotiating and relationship-building to effectively lead groups to successful outcomes. * Initiative in proactively identifying inefficiencies and implementing solutions * The capacity to lead others to implement quality improvement initiatives through collaborative and team working * Flexibility and adaptability * Experience of providing significant senior clinician input to operational decision making * A commitment to quality and promotion of high standards in improving patient outcomes, by consistently putting service users and clinicians at the heart of decision making and involving patients and the public in their work.   **Communication & Interpersonal Skills**  Demonstrate:   * Effective communication and interpersonal skills.   An ability to influence and negotiate effectively in furthering the objectives of the role.   * An ability to build excellent collaborative networks and a track record of building and maintaining key internal and external relationships in furtherance of organisational goals. * Highly developed communication skills which include an ability to convey clinical priorities and complex messages to colleagues, various stakeholders and interest group   **Managing & Delivering Results**  Demonstrate:   * Excellent organisational and time management skills to meet objectives within agreed timeframes and achieve quality results * Excellent project planning and organisational skills including an awareness of resource management and the importance of value for money * The ability to improve efficiency within the working environment and the ability to evolve and adapt to a rapidly changing environment * The ability to work to tight deadlines and operate effectively with multiple competing priorities * The capacity to operate successfully in a challenging operational environment while adhering to quality standards * An ability to take personal responsibility to initiate actions/activities and drive objectives through to a conclusion * Demonstrate knowledge of financial/budget management   **Evaluating Information and Decision Making**  Demonstrate:   * The ability to analyse, interpret data and complete data extraction from multiple data sources * The ability to evaluate complex information from a variety of sources and make effective decisions * Effective problem solving * Significant experience in effective operational problem solving utilising an inclusive approach which fosters learning and self-reliance amongst teams   **Other**  Demonstrate:   * High personal energy and positive approach, requiring minimal direction, the ability to deal with workload challenges and meet deadlines. * General competency in terms of business analysis, evaluation, project management and report writing and understanding of the importance of same within an evidence based continuous improvement approach. * Data literacy - can use excel, understands average length of stay, day case rates and other key pathway metrics |
| **Campaign Specific Selection Process**  **Ranking/Shortlisting / Interview** | Applications should be made by CV, together with a brief statement clearly indicating your relevant experience by email to [HR.CDI@hse.ie](mailto:HR.CDI@hse.ie) “**HSCP Lead | Gender Healthcare** **Programme**’ in the subject matter.  The closing date for receipt of applications is **Friday, 05 September 2025 at 12 noon.**  A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application. The criteria for ranking and/or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore, it is very important that you think about your experience in light of those requirements.  Failure to include information regarding these requirements may result in you not being called forward to the next stage of the recruitment process.  **This position is being filled based on a reassignment/secondment; therefore, if the successful candidate selected through this process cannot obtain the support for their release from their position with their substantive employer, then unfortunately the candidate must be deemed ineligible.** |
| **Diversity, Equality and Inclusion** | The HSE is an equal opportunities employer.  Employees of the HSE bring a range of skills, talents, diverse thinking and experience to the organisation. The HSE believes passionately that employing a diverse workforce is central to its success – we aim to develop the workforce of the HSE so that it reflects the diversity of HSE service users and to strengthen it through accommodating and valuing different perspectives. Ultimately this will result in improved service user and employee experience.  The HSE is committed to creating a positive working environment whereby all employees inclusive of age, civil status, disability, ethnicity and race, family status, gender, membership of the Traveller community, religion and sexual orientation are respected, valued and can reach their full potential. The HSE aims to achieve this through development of an organisational culture where injustice, bias and discrimination are not tolerated.  The HSE welcomes people with diverse backgrounds and offers a range of supports and resources to staff, such as those who require a reasonable accommodation at work because of a disability or long-term health condition.  Read more about the HSE’s commitment to [Diversity, Equality and Inclusion](https://www.hse.ie/eng/staff/resources/diversity/diversity.html) |
| **Code of Practice** | The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA).  The CPSA is responsible for establishing the principles to be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards to be adhered to at each stage of the selection process and sets out the review and appeal mechanisms open to candidates should they be unhappy with a selection process.  Read the [CPSA Code of Practice](https://www.cpsa.ie/pdf/?file=https://assets.cpsa.ie/media/275828/b88e3648-c663-4293-9471-d2d75bd1d685.pdf). |
| The reform programme outlined for the Health Services may impact on this role and as structures change the job description may be reviewed.  In particular, CDI, Office of the Chief Clinical Officer, reserves the right to reassign the successful post holder to other programmes and related projects, based on the on-going operational needs of the Function.  This Job description is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned. | |