

## **Job Description and Person Specification**

### **Clinical Nurse Specialist/ Candidate CNS - Peptide Receptor Radionuclide Therapy (PRRT)**

#### **Permanent & Temporary Vacancies**

**Reference: HR25E272**

**Closing Date for Applications: Thursday, 4<sup>th</sup> December 2025**

**Interview Date: To Be Confirmed**

HR Business Services,  
St Vincent's University Hospital,  
Elm Park,  
Dublin 4.

Contact: +353 (1) 221 6062 or [recruitment@svuh.ie](mailto:recruitment@svuh.ie)

## **Section 1: Accountability and Working Relationships**

|                                |                                                                                                                                                |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| Job title:                     | Clinical Nurse Specialist/ Candidate Clinical Nurse Specialist:<br>Peptide Receptor Radionuclide Therapy<br>(PRRT)                             |
| Grade:                         | Clinical Nurse Specialist / Candidate Clinical Nurse Specialist                                                                                |
| Professionally accountable to: | Director of Nursing                                                                                                                            |
| Key reporting relationships:   | Directorate Nurse Manager<br>Assistant Director of Nursing, Consultants<br>Clinical Nurse Manager 3 where applicable                           |
| Key working relationships:     | Radiology Consultants, Radiology team and members of the<br>Multidisciplinary Team, NET team including NET CNS, Day ward<br>staff, Ward Staff. |
| Working Hours:                 | 37.5 per week working as required while maintaining a flexible<br>schedule to be available to staff in out of hours as deemed<br>necessary.    |

## **Section 2: Job Summary**

The main purpose of this role is to stabilise and contribute to the development of a robust and sustainable multidisciplinary team structure in the introduction and delivery of the Peptide Receptor Radionuclide Therapy (PRRT) service. The PRRT CNS/CCNS will contribute to the overall management of the patients by working as part of the PRRT – NET team taking a lead role in PRRT service provision to patients with neuro endocrine tumours (NETs). The primary function will be focused on PRRT service provision and the post holder will also support the NET service at SVUH.

The CNS/CCNS will be responsible for co-ordination of patients, treatment setup, patient preparation, treatment administration and assisting in the provision of PRRT. Aside from having a primary role in PRRT therapies the successful candidate will also provide other clinical responsibilities in the NET service, working closely with the NET CNS and wider PRRT NET team. Carry out activities and tasks specific to PRRT and NET service.

The post holder will contribute to advancing the body of knowledge through education, research and audit as well as developing practice with others with regard to this patient group. The post holder will play a key role within the multi-professional team in order to ensure a seamless, co-ordinated approach to care. The post holder will also act as support liaison for staff working in the PRRT service and will lead out on initiatives within PRRT assigned by the assistant director of nursing. The post holder will have a key role in the development of services within the hospital and the Ireland East Network in alignment with the strategic direction of services and requirements for NET patients within the hospital and Network group.

The primary focus of the post holder will be to ensure that patients receive timely and appropriate care through assessment, planning, implementation and evaluation of care delivery. In conjunction with the Consultant Radiologists and NET team, the post holder also provides expertise and specialist nursing services to patients receiving PRRT.

## Principal Duties and Key Responsibilities

- Comply with An Bord Altranais Code of Professional Conduct and Scope of Practice for Nursing.
- Be aware of and act on guidance from the National Council for the Professional Development of Nursing and Midwifery on matters relating to the role
- To be aware of own needs regarding supervision and professional development and to work actively towards meeting these.
- Manage the care of NET patients who are receiving PRRT.
- Work as part of a team with NET CNS, MDT, and Radiology Colleagues with cross cover in the PRRT and NET service where necessary.
- To work in close conjunction with all members of the clinical team to ensure that a cohesive and effective PRRT NET service is provided.
- Ensure patient confidentiality is respected and the dignity of the patient is assured and maintained at all times having regard to the philosophy and ethical code of the Hospital.
- Regularly attend MDT meetings to maintain an up to date clinical knowledge base and to promote understanding of roles and responsibilities.
- Have a good insight into the elements needed to support effective and innovative ways of changing clinical methods of working within established practices.
- Establish the role and authority of the post. Act as a role model demonstrating high standards of clinical practice and provide clinical leadership in relevant specialist area.
- Contribute to the assessment, planning, implementation and evaluation of quality nursing care to patients with NETs receiving PRRT
- In conjunction with the Lead Clinician, devise and update written protocols for patients requiring treatment aimed at maximising quality of patient care.
- Where necessary, make recommendations to improve service.
- Plan, implement and evaluate a program for safe administration of drug therapy for patients where necessary. Produce patient information leaflets where applicable.
- Demonstrate informed nursing practice in holistic assessment, planning and implementation of delivery of high quality nursing care to patients requiring treatment for all conditions.
- Provide nursing expertise for patients using the service which optimises quality and continuity of care between primary and secondary care.
- Where applicable, assist ward based staff with discharge planning arrangements aimed at improving quality of life for patients in the home setting.
- Participate in team discussions regarding patient treatment, admission priorities and new policies, evaluating clinical problems, co-ordinate investigations, therapy and patient follow up in order to increase health gain and quality of life for patients.
- Attend MDT meetings as appropriate and feasible, to provide input on patients with whom he/she is involved and to be informed of new patients who may require support.
- Establish and develop nurse led advisory clinics for people with concerns relating to their treatment, and educate in relation to options of care and treatment plans available.
- To ensure hospital policies and procedures and National Guidelines pertaining to the Services are adhered to and in line with the Clinical Nurse Manager 3 and Assistant Director of Nursing, monitor standards necessary to support the developing specialist nursing service and practices.
- Be actively aware of current procedures, policies and standards in relation to specialty and contribute where appropriate in formulating or updating policies and procedures that comply with agreed best practice.
- To provide a first line contact for all staff with queries relating to the PRRT specialty
- Maintain awareness of current developments in the treatment and management of these patients. Act as an effective role model for other staff, administering the service through evidence based practice and patient care initiatives, aimed at improving quality of care.

- Provide a service which optimises quality and continuity of care between primary and secondary care.
- Contribute to the planning and organisation of out-patient clinics with the MDT.
- Provide a safe environment for patients/ other staff/ self; with due regard to Health, Safety and Risk Management issues.
- Act as a patient advocate within the MDT.
- Communicate, negotiate and represent patient's values and decisions in collaboration with other professionals and family members.
- Identify the educational needs of staff and students and liaise with training and academic departments in the delivery of an ongoing programme of education
- Provide information and update sessions at ward and departmental level to aid staff and patients in their knowledge and understanding of the specialty.
- Demonstrate responsibility for professional growth by ensuring personal and educational development within an agreed personal development plan.
- Assist in meeting the psychological, emotional and informational needs of PRRT NET patients and their families throughout treatment. In doing so, demonstrate highly effective communication and information sharing with patients, ensuring a variety of modalities of information is available to patients.
- Educate and support patients/ carers in relation to altered body image, life expectancy and other issues pertaining to patients with chronic illness and refer to appropriate support services as needed.
- Ensure patients have access to relevant information enabling understanding of their disease and treatment. Identify the educational needs of these patients and ensure that these are met through service provision.
- Review, evaluate and improve the educational programs regularly to optimise patient services and care delivery.
- Membership and participation in appropriate course, conferences and professional organisations, to ensure personal continuing education and professional development using national and local guidelines.
- Promote and contribute to nursing research and clinical audit to improve standards of patient care, ensuring practice is evidence based.
- To initiate and take part in research relevant to the PRRT NET specialty, aimed at optimising patient care/ services. To maintain awareness of current developments in the management of patients receiving treatment and demonstrate knowledge of clinical trials.
- Where clinical trials take place, actively contribute to their effectiveness particularly in relation to informed consent and advocacy.
- Identify areas for nursing research and initiate research projects at unit level, involving other ward/unit nurses to assist in their professional development.
- Assist in audit and evaluation in order to monitor the effectiveness of current therapeutic regimes and to improve health outcomes.
- Facilitate, develop and monitor quality initiatives in line with local and national requirements or guidelines.
- Assist department heads in the collection and correlation of statistical information and data in order to audit the service and aid the planning of future patients/service improvements/ initiatives.
- To attend regular meetings to review service performance, hospital and business plan.
- Assist the Consultant in the production of an Annual Report
- Ensure there is a system of documentation that reflects advanced nursing practice and ensure that staff in clinical areas maintains effective nursing records on patients receiving treatment. Evaluate these records periodically in the interest of safe practice and in line with hospital policy on record keeping.

- In all aspects of work demonstrate an ability to work across organisational and professional boundaries.
- Promote collaborative working relationships and effective communication between all members of the multidisciplinary team thereby providing the optimum service for the patient.
- Establish clear referral patterns to, and lines of communication with medical staff, ward staff and relevant professionals (e.g. General Practitioners, Public Health Nurses, and Practice Nurses) and act as an expert practitioner aimed at improving patient outcomes.
- Ensure, in co-operation with the Lead Clinician, the most effective and efficient use of developments in information technology for both patient care and administrative support in a manner which integrates well with systems throughout the organization.
- Contribute to the management and outcomes of the PRRT MDT with documentation of Radiology decisions /outcomes recorded.
- Implement initiatives which enable team members to ensure efficient and effective treatments are commenced in a timely manner in line with NCCP requirements.
- Liaise with pharmacy in the development and updating of radiopharmaceutical and radionuclide therapy protocols where appropriate.
- Provide practical support and advice to patients and their families with NETs undergoing PRRT and assist with assessments of their needs.
- Provide support to colleagues; nursing and other professionals in developing skills and knowledge for this patient group through consultancy and education.
- In conjunction with the MDT devise and update written protocols related to the care of patients with NETs undergoing PRRT which are aimed at maximising the quality of patient care.
- Develop and regularly audit a set of KPIs to monitor the provision of PRRT NET services in line with NCCP requirements.
- Engage regionally and nationally in the development and implementation of standards and clinical management guidelines for the care of patients with NETs undergoing PRRT.
- Be aware of emerging evidence, new mandates and advances in clinical practice for this patient group.
- Actively engage in risk management and develop action plans to mitigate/eliminate identified risks related to the delivery of PRRT.
- Establish and develop with other members of MDT nurse led advisory clinics for patients receiving PRRT in relation to their concerns re treatment.
- If appropriate, assist in the role of nurse led triage service and support the telephone symptom management for NET oncology patients during treatment.
- Provide expert guidance and support for the nurses in relation to the patient assessment, side effect management, cancer treatment protocols, telephone symptom advice and management of unscheduled emergencies.

## **Section 3: Competencies**

### **1. Promotion of Evidence-based Decision-Making**

Makes decisions in a well-judged and timely manner bringing all relevant information to bear when addressing problems and issues. Uses logical analysis to break complex problems into their component parts. Applies research findings to improve nursing practice and processes.

- Evaluation of service needs and new service proposals
- Allocation of scarce resources across multiple demand areas
- Making judgements in complex disputes
- Evaluation of adequacy of service provisions
- Evaluating trends from service data
- Integrating research findings into nursing practice
- Problem solving in crisis situations
- Finding solutions to complex client service issues
- Makes unpopular decisions on the best evidence available
- Day to day gathering of information in the clinical setting, accessing, probing and observing behaviours and actions

### **2. Building and Maintaining relationships**

Forms Strong positive working relationships across all areas of the service, builds on a common understanding. Demonstrates a supportive and reciprocating work style including strong empathy with service users.

- Building reciprocal working relationships at all levels and across service areas
- Providing support to staff and service users in distress
- Being accessible to others with sensitive issues
- Handling employee relations issues and conflict diplomatically
- Provision of support in service setting to nursing staff, other healthcare professionals, management and service users

### **3. Communication and Influencing skills**

Gets a message across fluently and persuasively in a variety of different media (oral, written and electronic). Makes a compelling case to positively influence the thinking of others. Is strategic in how he/she goes about influencing others; shows strong listening and sensing skills.

- Making a proposal for resource allocation or new services
- Presenting at national or local fora on professional topics
- Arguing the case on a complex service issue
- Making motivational presentations and selling new ideas to staff
- Briefing of staff and other professions
- Explanation of complex and sensitive information to service users and their families
- Writing formal correspondence and reports
- Will be a member of influential committee/task group

### **4. Service initiation and innovation**

Drives to achieve positive results at all levels of the service. Takes initiatives to move the service forward and shows a willingness to try out new ideas.

- At the forefront of clinical practice leading the team in new areas of innovative treatment and care
- Develops a new project team to address a specialist need within the service
- Creates new expanded roles to develop team members

- Organises multidisciplinary 'think tank' to address waiting-list problem and uses problem solving techniques with the team
- Gets clients ideas/suggestions as to ways the service might be improved

## **5. Resilience and composure**

Maintains a disciplined and professional level of performance under sustained or situational pressure, Can bounce back from adversity or setbacks. Shows persistence and flexibility in achieving goals.

- Maintaining calm and providing leadership in a crisis
- Handling a wide variety of demands in a time-limited environment
- Maintains composure in pressurised negotiations for resources when confronting service accountability issues
- Dealing with negative emotions when confronting poor performance or other contentious issues
- Dealing with irate clients or other stakeholders in highly charged situations

## **6. Integrity and ethical stance**

Holds an appropriate and effective set of professional values and beliefs and behaves in line with these. Promotes and consistently supports others members of the team in their ethical and value-based practices.

- Ensuring that professional ethics and values are disseminated through all levels of the nursing service
- Articulating an ethical and values-driven stance at corporate level
- Contributing to the formation of organisational ethics and values
- Dealing with complex ethical client and service dilemmas
- Acting as a role model for other staff in the handling of complex or sensitive issues

## **7. Sustained personal commitment**

Is personally committed to achieving end goals and the continuous improvement of the service. Shows enthusiasm and a high level of motivation in their practices . Highly committed to the nursing profession and keeps abreast of current issues.

- Continuous improvement focus on personal role and that of the service
- Champions and promotes nurse education throughout the service
- Initiates systems to capture learning and debrief staff
- Attends conferences, meetings and other professional fora

## **8. Practitioner competence and professional credibility**

Has the functional and technical knowledge and skills to make a credible contribution to nursing practice.

- Applicable as an underpinning foundation for most core activities at all levels of nursing management

## **9. Planning and organisation**

Plans and organises resources efficiently and effectively within a specified time frame. Co-ordinates and schedules activities. Manages unexpected scenarios.

- Allocation and co-ordination of resources to achieve tasks, scheduling of rosters
- Procuring and evaluating material resources
- Prioritisation and meeting demands under pressure or in emergencies
- Record keeping and reports for operational activities
- Planning of meetings, case conferences or other events

## **10. Building and leading a team**

Acts as a role model in terms of capability and professionalism. Leads a team confidently, motivating, empowering and communicating with staff to promote provision of a quality service. Blends diverse styles into a cohesive unit, coaches and encourages improved performance.

- Promoting high standards in the daily running of the clinical services at unit level
- Leading and managing interdisciplinary care for service users
- Empowering staff through team meetings, coaching, education and promotion of staff initiatives

#### **11. Leading on clinical practice and service quality**

Sets and monitors standards and quality of service, leads on proactive improvement.

- Ensuring that service users receive a good standard of clinical care and client service
- Implementing and monitoring standards of clinical care for the service
- Interdisciplinary networking to ensure high quality effective systems for service delivery
- Monitoring and evaluation of accommodation and catering services for the service area

#### **Section 4: Training and Education**

- Organize and ensure the provision of continuing nursing education of all staff and participation in teaching, guidance and assessment of staff and students.
- Ensure staff are aware and in compliance with current Hospital policies, procedures and guidelines.
- Ensure that patient care is based on the latest research findings and constitutes best practice and act as an expert clinical resource for nursing, medical and AHP staff particularly in the specialist area of nursing.
- Keep abreast of research and developments in nursing and facilitate and contribute to nursing research.
- In association with staff members, develop and implement an orientation programme for new nursing and ancillary staff.
- Ensure all staff have met and signed off on their annual continuous professional development plans. Develop learning contracts, which link to organizational and specialty specific objectives.
- Be responsible for people management and lead the introduction and promotion of management tools and initiatives such as Team Based Performance Management, Key Performance Indicators. Continuous Professional Development, Legal Framework and Learning Needs analysis.
- Attend regular study days and conferences to maintain current knowledge.
- Work closely with Practice Development Co-ordinator, Clinical Placement Co-ordinators, and the staff in the Nurse Education Centre in leading and supporting relevant education and training programmes.

## **Section 5: Person Specification:**

| <b>Factors</b>        | <b>Essential</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Desirable</b>                                                                                                                                                                                                                                |
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| <b>Qualifications</b> | <p>Be a registered nurse/midwife on the active Register of Nurses or Midwives held by An Bord Altranais agus Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) or be eligible to be so registered.</p> <p><b>AND</b></p> <p>Be registered in the division(s) of the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) Register for which the application is being made or be entitled to be so registered.</p> <p><b>OR</b></p> <p>In exceptional circumstances, which will be assessed on a case by case basis be registered in another Division of the register of Nurses and Midwives.</p> <p><b>AND</b></p> <p>Have successfully completed a post registration programme of study, as certified by the education provider which verifies that the applicant has achieved a Quality and Qualifications Ireland (QQI), National Framework of Qualifications (NFQ) major academic Level 9 or higher award (equivalent to 60 ECTS or above) that is relevant to the specialist area of care and in line with the requirements for specialist practice as set out by the National Council for Nursing and Midwifery 4th ed (2008). Alternatively provide written evidence from the Higher Education Institute that they have achieved the number of ECTS credits equivalent to a Level 9 or higher standard (60 ECTS or above), relevant to the specialist area of care and in line with the requirements for specialist practice as set out by the National</p> | <ul style="list-style-type: none"> <li>• Teaching and assessing course</li> <li>• Competence in the use of information technology</li> <li>• Management Qualification</li> <li>• Post Registration Qualification in the related area</li> </ul> |

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|  | <p>Council for Nursing and Midwifery 4th ed (2008). * (See **Note below).</p> <p><b>OR</b></p> <p>If the applicant does not possess the relevant QQI NFQ Level 9 qualification, the applicant will be supported to undertake the required postgraduate education, at QQI NFQ level 9 qualification (equivalent to 60 ECTS or above) relevant to the specialist area.</p> <p><b>**Note:</b></p> <p>For Nurses/Midwives who express an interest in CNS/CMS roles and who currently hold a level 8 educational qualification in the specialist area (equivalent to 60 ECTS or above), this qualification will be recognised up to September 2026. The clinical experience requirements for this cohort of nurses/midwives remain consistent with the DoH (2019) policy, i.e. a minimum of 1 years' experience in practice and a minimum of 1 years' experience in the specialist area and they could be supported to progress on a candidate CNS/CMS Pathway.</p> <p>All of the above must be achieved within 2 years for this pathway.</p> <p><b>AND</b></p> <p>Be required to demonstrate that they have continuing professional development (CPD) relevant to the specialist area or will be supported to obtain the required CPD.</p> <p><b>AND</b></p> <p>Have the ability to practice safely and effectively fulfilling his/her professional responsibility within his/her scope of practice</p> <p><b>OR</b></p> |  |
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|                                     | <ul style="list-style-type: none"> <li>• Meet the requirements in Appendix 1 (see below)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                        |
| <b>Experience (length and type)</b> | <p>Have a minimum of 1 years' post registration full time experience or an aggregate of 1 years' full-time experience in the division of the register in which the application is being made</p> <p><b>AND</b></p> <p>Have a minimum of 1 years' experience or an aggregate of 1 years' full time experience in specialist area</p> <p><b>OR</b></p> <p>If the applicant does not possess the relevant specialist experience, they will be supported to attain one year's clinical specialist experience</p> <p><b>AND</b></p> <p>Candidates must possess the requisite knowledge and ability, including a high standard of suitability and clinical, professional and administrative capacity for the proper discharge of the duties of the office.</p> <p><b>OR</b></p> <p>Meet the requirements in Appendix 1 (see below)</p> | <ul style="list-style-type: none"> <li>• Previous management experience</li> </ul>                                                                                                                                                                                     |
| <b>Knowledge</b>                    | <ul style="list-style-type: none"> <li>• Knowledge of nursing guidelines, policies, procedures and protocols, applicable to clinical area / speciality</li> <li>• Understanding of the requirements of the pre-registration nursing degree education programme</li> <li>• Knowledge of clinical learning objective for pre-registration and post-registration (were relevant) nursing students.</li> <li>• Detailed understanding of the application of Scope of Nursing Practice Framework</li> <li>• Broad based knowledge of current nursing research issues pertinent to the clinical area / speciality</li> </ul>                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>• Evidence of own career development and personal development plan</li> <li>• Understanding of acute hospital Accreditation process</li> <li>• Broad understanding of current developments in the nursing profession</li> </ul> |

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|                                | <ul style="list-style-type: none"> <li>• Experience of clinical audit and standard setting.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Management Competencies</b> | <p>Awareness of the role and scope of the CNS/CCNS. Possess the following Generic nursing management competencies:</p> <ul style="list-style-type: none"> <li>• Promoting evidence based decision making</li> <li>• Building and Maintaining Relationships</li> <li>• Communicating and Influencing Relationships</li> <li>• Service innovation and initiation</li> <li>• Reliance and composure</li> <li>• Integrity and Ethical Stance</li> <li>• Sustained personal commitment</li> <li>• Competence and professional creditability</li> <li>• Possess the following front line nursing management competencies:</li> <li>• Planning and organisation of activities and resources</li> <li>• Building and leading the team</li> <li>• Leading on clinical practice and service quality</li> </ul> |  |
| <b>Health</b>                  | Candidates 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>Character</b>               | Candidates for and any person holding the office must be of good character.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |

**Informal Enquiries or Role Specific Enquiries:**

Mr Karl-Pratt O'Brien, Directorate Nursing Manager **Email:** kprattobrien@svhg.ie

**Particulars of Office:**

**The appointment is:** Whole-time, Permanent & Temporary, Pensionable

**Probationary Period:** The appointee shall hold office for a probationary period of six months – The Hospital's Probation and Induction policy will apply.

**Pension Scheme:** The candidate will be entered into one of the Hospital Superannuation Schemes.

**Annual Salary:**

€56,642 - €66,705 – Candidate Clinical Nurse Specialist (2697) **(01/08/2025)** per annum pro rata

€61,463 - €77,666 – Clinical Nurse Specialist (2632) LSI 1 **(01/08/2025)** per annum pro rata

These particulars are subject to change in line with overall public pay policy.

**Candidates should expect to be appointed on the minimum of the salary range and in accordance with the Department of Finance guidelines.**

**Pension Scheme:** The candidate will be entered into one of the Hospital Superannuation Schemes.

**Working Hours:** The person appointed will work a basic 37.5 hour week.

**Annual leave entitlement:** 25 days per annum pro rata (26 after 5 years and 28 after 10 years qualified excluding breaks and service)

**Additional Information****Confidentiality:**

During the course of employment staff may have access to, or hear information concerning the medical or personal affairs of patients, students, staff and / or other health service business. Such records and information are strictly confidential and unless acting on the instruction of an authorised officer, such information must not be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

**Hygiene:**

During the course of employment staff are required to ensure that the hospital's hygiene and infection control policies are adhered to at all times. All employees have responsibility to prevent transmission of infection by adhering to and implementing optimal hand hygiene and adhering to the Hospital's Hygiene processes. Hygiene is a fundamental component of St Vincent's University Hospital's quality system to ensure the safety and well-being of its patients and staff and plays a role in the prevention and control of healthcare associated infection.

**Policies / Legislation:**

All Hospital policies and procedures form an integral part an employment contract and may be subject to update and revision, from time to time, in consultation with union representatives as appropriate. Employees are required to comply with all hospital policies, procedures (e.g. Dignity at Work, Trust in Care, Computer Usage Policy) and the Hospital's ethical codes of practice.

Employees are required to abide by the hospital's code of behaviour and the code of practice as defined by their relevant professional body.

**Protected Disclosure Policy**

See link below for more information on our Protected Disclosure Policy as per the Protected Disclosure (Amendment) Act 2022;

[Protected Disclosures - St. Vincent's University Hospital \(stvincents.ie\)](https://stvincents.ie/Protected-Disclosures)

**Please note the following:**

- The Hospital Board is not responsible for loss or theft of personal belongings

*Clinical Nurse Specialist/ Candidate Clinical Nurse Specialist – PRRT*

- Fire orders must be observed and staff must attend the fire lectures periodically
- All accidents within the department must be reported immediately.
- In line with the Safety, Health and Welfare at Work Act (2005), smoking within the Hospital Building is not permitted.
- All staff are advised to avail of Hepatitis B Vaccination with Occupational health
- The use of personal mobile phones is prohibited.
- St. Vincent's University Hospital buildings and grounds are **smoke-free**.

**Application Process:** St. Vincent's University Hospital is an equal opportunities employer and is committed to promoting an environment free from discrimination in accordance with the Employment Equality Acts 1998 and 2004. The Hospital values diversity and recognises the benefits of having a workforce that reflects the community we serve. We are committed to equality of access to positions within the Hospital. All recruitment activity and documentation will encourage applications from all potential candidates without discrimination.

Interested candidates should apply for vacancies of interest by visiting the Hospital Careers pages: <http://www.stvincents.ie/Home/Careers.html>

- Note the closing date(s) for the submission of on-line applications are specified on the list of vacancies. St. Vincent's University Hospital are not able to accept late applications.
- It is the applicant's responsibility to ensure that they apply well in advance of the closing date.
- Any applications which are still in progress but have not been submitted after the closing date will not be registered by our Web Recruitment System.
- Applications for St. Vincent's University Hospital job vacancies will only be accepted through our Web Recruitment System.
- St. Vincent's University Hospital may only take into account technical issues raised by an applicant if advised to our Human Resources Department prior to the advertised closing date.

**Non-European Economic Area Applicants:** While St. Vincent's University Hospital is an equal opportunities employer, in line with current Department of Jobs, Enterprise and Innovation Employment Permit requirements, applications from non-European Economic Area (EEA) will only be considered in the event that an EEA citizen cannot be found to fill the vacancy. Please note that if you are a NON-EEA applicant and are unable to supply documents (listed on [www.djei.ie](http://www.djei.ie)), you are not entitled to participate in this recruitment competition. This is in accordance with the EU Community Preference Rule. Further information is available at [www.djei.ie](http://www.djei.ie).

**Former Public Service employees:** Eligibility to compete may be affected where applicants were formerly employed by the Irish Public Service and previously availed of an Irish Public Service Scheme including:

- Incentivised Scheme for Early Retirement (ISER)
- Department of Health and Children Circular (7/2010)
- Collective Agreement: Redundancy Payments to Public Servants

Applicants should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. This is a non-exhaustive list and any queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

**Persons in receipt of a pension from specified Superannuation Schemes:** Former Health Service and Public Sector Employees must adhere to the relevant prohibition of re-employment provisions where

they have previously availed of a Public Service Voluntary Early Retirement or Ill Health Retirement Pension from any of the following Pension schemes:

- Local Government Superannuation Scheme (LGSS)
- Health Service Executive Employee Superannuation Scheme
- Voluntary Hospitals Superannuation Scheme (VHSS Officers/Non Officers)
- Nominated Health Agencies Superannuation Scheme (NHASS)
- Other Public Service Superannuation Scheme
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Among the Voluntary Early Retirement Schemes referred to above are the following:

- Incentivised Scheme of Early Retirement (ISER)
- Voluntary Early Retirement Scheme 2010 (VER)
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Prospective candidates must satisfy themselves as to their eligibility to be employed applying / competing for posts to be filled through this recruitment campaign.

**Abatement of Pension (Section 52 of Public Service Pensions Act 2012):** Where a person who is in receipt of a Public Service Pension (e.g. retired on voluntary age grounds) is subsequently appointed to another Public Service post, the Abatement of Pension Regulations apply. This means that in a situation where the total of a person's pension combined with their salary from their new post, exceeds the uprated (current) salary of the position from which they retired, his/her pension is reduced by any such excess amount. This provision applies irrespective of whether the relevant pension was accrued in the same Pension Scheme which applies to the new appointment, or in another Public Service Pension Scheme.

**Shortlisting:** Shortlisting will be carried out on the basis of information supplied on your curriculum vitae. The criteria for shortlisting are based on the requirements of the post as outlined in the Person Specification. Failure to include information regarding these requirements on your CV may result in you not being called forward to the next state of the recruitment process.

All overseas qualifications must be validated. No candidate can work in the Hospital without validated qualifications. If professional registration is also a requirement, candidates must provide documentation of same.

Canvassing will automatically disqualify.

Please note that you will be contacted mainly by mobile phone and email. It is important that your mobile phone number, postal address and email address are correct. It is your responsibility to ensure that you have access to your mobile voice mails and emails. We recommend that you use an email address that you have regular access to.

Competency based interviews follow the shortlisting stage of the recruitment process. Credit is awarded by the interview panel to candidates who demonstrate at interview that they possess the experience, competencies and skills listed in the person specification. Candidates will normally be given at least one week's notice of interview. All interviews are held remotely unless it is specifically noted otherwise in the Job Description. No subsequent or alternative dates to dates given will be offered to candidates. All posts are located in St. Vincent's University Hospital, Elm Park, Dublin 4 unless it is specifically noted otherwise in the Job Description.

**Disability:** Please let us know if you need any special assistance at interview, e.g. if you have difficulty in moving up or down stairs or have hearing or speech difficulties.

*Clinical Nurse Specialist/ Candidate Clinical Nurse Specialist – PRRT*

Candidates are notified of the result of their interview at the earliest possible date after the interview. The recommendation of the interview panel does not constitute a job offer. The process continues after the interview and includes clearance checks such as references, Garda clearance, overseas police clearance (if applicable)\*, occupational health clearance, validation of qualifications and experience. A job offer is made pending satisfactory clearances. SVUH reserves the right to remove candidates from specific recruitment panels and retract job offers if satisfactory clearances cannot be obtained or are deemed unsatisfactory.

*\* If you lived in any country for 6 months or more from the date of your 16<sup>th</sup> birthday other than the Republic of Ireland or Northern Ireland you will be required to provide security clearance for each jurisdiction in which you have resided. Your security clearance must be dated AFTER you left that country and cover the entire period of your residence. Seeking security clearances from other countries are the responsibility of the candidate. It is a process which can take an amount of time. Therefore we would strongly advise that you commence seeking international security clearances now.*

For some recruitment competitions a panel of successful candidates may be formed as a result of the interviews. Candidates who obtain a place on the panel may, (within the life of the panel), be considered for subsequent approved vacancies. Candidates are placed on a panel in order of merit. A panel is typically live for 6 months.

It is normal procedure that candidates be placed on the first point of the relevant salary scale in accordance with the Department of Finance guidelines.

**Declaration:** Please read your application carefully and check for any errors or omissions. False declaration or omission in support of your application will disqualify you from appointment.

### **Benefits of working at St Vincent's University Hospital**

St. Vincent's University Hospital is a recognised Employer of Choice in Ireland and was the first public hospital to be awarded Joint Commission International Accreditation in February 2010. The range of benefits of working in the hospital includes:

- Competitive salary and increments
- Defined benefit pension scheme
- Paid maternity leave scheme
- Access to excellent learning and development opportunities
- Support, including leave and/or financial, is available to employees for approved courses
- Onsite and online library facilities
- Subsidised staff restaurant
- Various flexible working hours' options available in many areas
- Time off and leave options to promote work life balance and family friendly working arrangements
- Subsidised pharmacy - employees may purchase discounted medication from the Pharmacy on production of a prescription resulting in significant savings.
- Generous sick pay scheme and Occupational Health Services to support attendance including free flu vaccination for employees
- Access to subsidised gym facilities
- Access to health services credit union
- Group discount on health insurance
- Free membership of Groupschemes.com which provide hundreds of discounts to members of the scheme and direct access to a wide range of savings on day-to-day items across a wide range

of products and services including travel, clothing, motor, health and wellbeing, music and entertainment.

- Tax saver commuter ticket scheme - employees can save up to 48% of travel costs as a result of tax savings Clinical Nurse Specialist
- Cycle to Work Scheme and changing facilities
- Access to Health Promotion services including smoking cessation programme
- Active Social Committee
- Excellent access to public transport including dart and bus routes.

**St Vincent's University Hospital buildings and grounds are **smoke-free****

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| <b>This document must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.</b> |
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**Date: November 2025**

Appendix A:

In exercise of the powers conferred on me by Section 22 of the Health Act 2004, I hereby approve the qualifications, as set out hereunder, for the appointment and continuing as Clinical Nurse Specialist/Clinical Midwife Specialist in the Health Service Executive.

Statutory Registration, Professional Qualifications, Experience, etc

(a) Eligible applicants will be those who on the closing date for the competition:

(i) Be a registered nurse/midwife on the active Register of Nurses and Midwives held by An Bord Altranais and Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) or be eligible to be so registered.

AND

(ii) Be registered in the division(s) of the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) Register for which the application is being made or be entitled to be so registered.

OR

(iii) In exceptional circumstances, which will be assessed on a case by case basis be registered in another Division of the register of Nurses and Midwives.

AND

(iv) Have a minimum of 1 years' post registration full time experience or an aggregate of 1 years' full time experience in the division of the register in which the application is being made (taking into account (ii) (iii) if relevant)

AND

(v) Have a minimum of 1 years' experience or an aggregate of 1 years' full time experience in specialist area of care.

AND

(vi) Have successfully completed a post registration programme of study, as certified by the education provider which verifies that the applicant has achieved a Quality and Qualifications Ireland (QQI), National Framework of Qualifications (NFQ) major academic Level 9 or higher award that is relevant to the specialist area of care (equivalent to 60 ECTS or above), and in line with the requirements for specialist practice as set out by the National Council for Nursing and Midwifery 4th ed (2008). Alternatively provide written evidence from the Higher Education Institute that they have achieved the number of ECTS credits equivalent to a Level 9 or higher standard, relevant to the specialist area of care (equivalent to 60 ECTS or above), and in line with the requirements for specialist practice as set out by the National Council for Nursing and Midwifery 4th ed (2008). Specialist in Area of care prior to application\* (See \*\*Note 1 below).

*Clinical Nurse Specialist/ Candidate Clinical Nurse Specialist – PRRT*

AND

(vii) Be required to demonstrate that they have continuing professional development (CPD) relevant to the specialist area.

AND

(viii) Have the ability to practice safely and effectively fulfilling his/her professional responsibility within his/her scope of practice

**\*\*Note 1:** For Nurses/Midwives who express an interest in CNS/CMS roles and who currently hold a level 8 educational qualification in the specialist area (equivalent to 60 ECTS or above), this qualification will be recognised up to September 2026.

And

(b) Candidates must possess the requisite knowledge and ability, including a high standard of suitability and clinical, leadership, managerial and administrative capacity for the proper discharge of the duties of the office.

Please note that appointment to and continuation in posts that require statutory registration is dependent upon the post holder maintaining annual registration in the relevant division of the register maintained by Bord Altranais agus Cnáimhseachais na hÉireann (Nursing & Midwifery Board of Ireland) by way of the Service user Safety Assurance Certificate (PSAC).