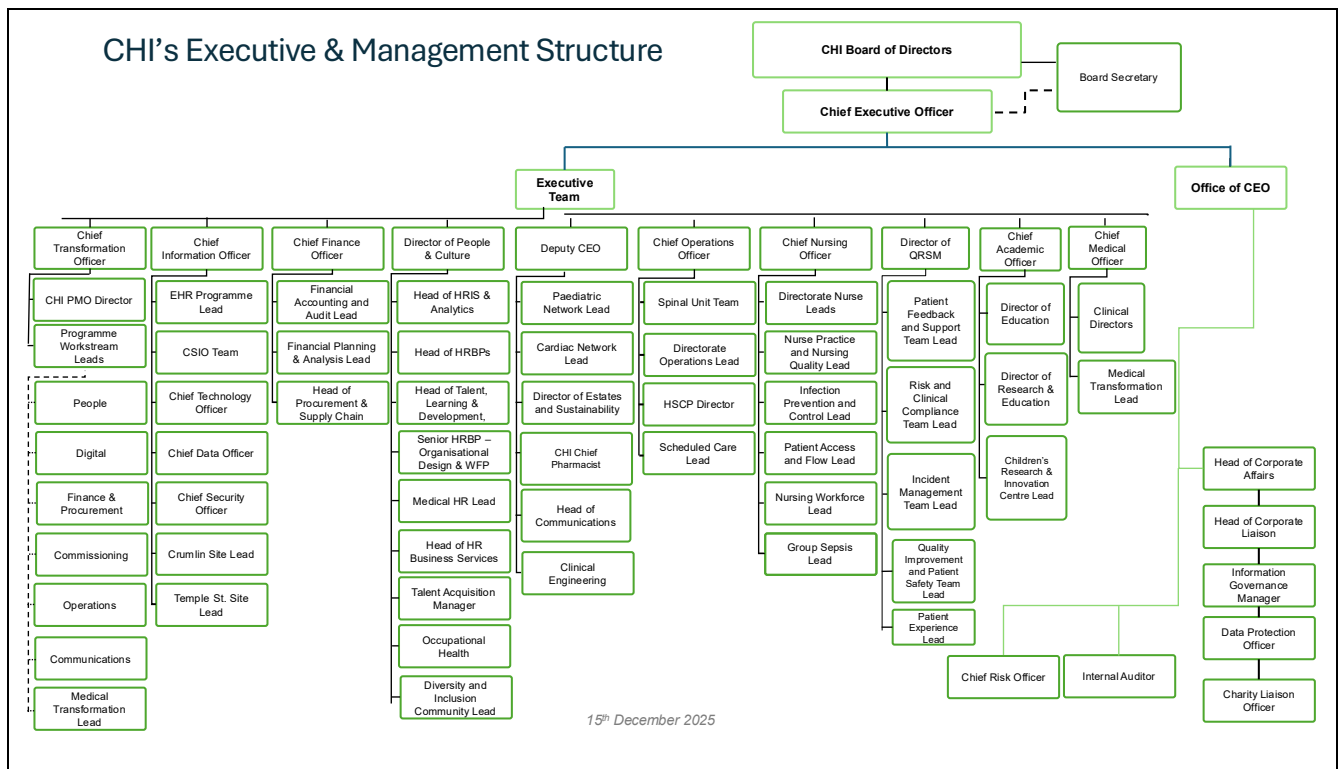


Job Title & Grade	CHI Operations Project Manager Grade VIII – Grade Code: 0655
Campaign Reference #	102430
Closing Date	Tuesday 1 st September 2026 at 11.45pm
Duration of Post	Permanent
Advertisement Type	Internal/ External
Specific T&C's of post	35 standard working week, 5/5 Annual Leave: 30 days per annum Remuneration is in accordance with the salary scale approved by the Department of Health: Current salary scale with effect from 1st June 2026: Grade, Code 0655, starting at Point 1 €83,911 and rising annually in increments: €84,665; €87,976; €91,301; €94,600; €97,912; €101,207
Location of post	On opening of the National Children's Hospital Ireland (NCHI), the successful candidate will be based in NCHI with the requirement to travel across other sites including Urgent Care Centres at Tallaght and Connolly. There is currently a requirement to travel to all hospital sites including CHI at Temple Street, CHI at Crumlin, CHI at Tallaght and CHI at Connolly. A panel may be created from which permanent, fixed term and specified purpose vacancies of a full or part time duration, may be filled across the five Children's Health Ireland locations. The tenure of these panels will be indicated at offer stage.
Reporting Arrangements	This post will report to the CHI Chief Operations Officer, or delegate
Key Working Relationships	• The Executive Management Team within Children's Health Ireland (CHI). • Directorate Management teams including Directorate Clinical Director, Directorate operations Managers and Directorate nurse managers • Health and Social care Professionals • The wider functions of CHI. <i>Please note that this list is not exhaustive and key working relationships will change as the project moves from service development, construction completion, commissioning & transitioning to steady state.</i>

Context/ Background	Children's Health Ireland (CHI) operates as a single service across the existing Dublin children's hospitals, Crumlin, Temple Street and Tallaght, as well as the paediatric outpatients and urgent care centres at Connolly Hospital opened in July 2019 and Tallaght Hospital, which opened in November 2021. CHI governs and operates local paediatric services for the Greater Dublin Area and all national paediatric specialist services, some of which are on an all-island basis. • Just under 25% of our population are children under 18 years of age. It was estimated in 2016 that 16% of our children have a chronic disease, such as, diabetes, allergies and asthma and this was increasing. 2% are acutely ill or have complex and multiple care needs requiring national services. • CHI currently has a staff of 5281 delivering care annually, through 40 clinical specialties, serving over 25% of the Irish population, for their national specialty needs and the secondary paediatric care needs of children in the Greater Dublin Area. • In 2024 (at a glance) our teams treated and cared for over [148,200] emergency department/urgent care attendances; over [28,700] day cases; over [28,500] inpatient admissions and over 152,500 Consultant led outpatient appointments, per annum. Ireland will have a world class new children's hospital that is purpose built to deliver the best care and treatments that are available for future generations to come. The new children's hospital is currently expected to open in 2026 and will bring together the three children's hospitals into a world class building on a campus shared with St James's Hospital. This will be a leading campus in healthcare and research in Ireland, a leading adult teaching hospital, a children's hospital and in time, a new maternity hospital, when the Coombe Women and Infants University Hospital is relocated on the campus. CHI is leading on the clinical and operational transformation on how children's healthcare will be delivered in the future to deliver better, safer and more sustainable healthcare in the future. The new hospital is planned as the first 'Digital Hospital' in the system with the implementation of an Electronic Healthcare Record, as well as, other evidence-based standards, such as, 100% single rooms. Children's Hospital Programme is a major programme of work led by CHI, focused on transformative service change to enhance services for children, young people and their families, to integrate the three existing hospitals, while maintaining existing and new services, ensuring patient safety and quality until transition is complete. CHI has currently 3 clinical directorates – - Clinical Directorate A (CD A) - Clinical Directorate B (CD B) - Clinical Directorate C (CD C)
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	The services under each Directorate are currently broken down as follows:-		
	CD A Emergency Medicine Urgent Care General paediatrics Community Paediatrics (Developmental, Neurodisability, Child Protection /Safeguarding) Radiology Ophthalmology Dental Gynaecology Palliative care Psychiatry (Liaison) Child Sexual Abuse Service	CD B Haematology (Benign and Non-Benign) Oncology + BMT Endocrinology Gastroenterology Rheumatology Nephrology and transplantation Neurology Respiratory Immunology Infectious Disease Laboratory Medicine (including Clinical Microbiology) Dermatology Allergy Clinical Genetics Metabolic medicine	CD C Anaesthesia Cardiology Cardio thoracic surgery Critical care (Paediatric, Cardiac Care and Neonatal intensive cares) ENT and cochlear General Surgery Maxillo-Facial surgery Orthopaedic surgery Plastic surgery (including Burns and Cleft) Urology Cranio- facial Surgery Neurosurgery
	For further information about CHI, check out www.childrenshealthireland.ie		
Purpose of the Role	The CHI Operations Project Manager to lead the delivery of strategic and operational projects within CHI. The successful candidate will have a proven track record of delivering complex projects in clinical or healthcare settings, working closely with both clinical and technical stakeholders to drive successful outcomes. This post will contribute to healthcare transformation initiatives, optimising clinical workflows while ensuring compliance with evolving healthcare legislation and governance requirements.		



Principal Duties and Responsibilities	Professional Duties and Responsibilities:
	- The post holder will be expected to live CHI values and be child-centred, compassionate, progressive and will act with respect, excellence and integrity. - Lead the end-to-end delivery of healthcare transformation and technology projects. - Develop and manage project plans, timelines, budgets, risks, issues, and dependencies. - Work closely with clinical teams, healthcare professionals, business stakeholders, and technical delivery teams to ensure successful project implementation. - Facilitate workshops and stakeholder meetings to gather requirements and agree project deliverables. - Manage project governance, reporting, and communications with senior leadership. - Ensure projects are delivered on time, within budget if applicable, and to the required quality standards. - Identify and manage project risks, issues, assumptions, and dependencies. - Coordinate third-party vendors and implementation partners where required. - Support organisational change management and user adoption activities. - Ensure all project activities comply with healthcare regulations, information governance, and security requirements. - Provide project management related training where required and as appropriate. - Apply and embed programme management best practice throughout the Children's Hospital Programme to enhance and sustain delivery excellence.

	• Perform other duties as required from time to time. <i>The above is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to them from time to time and to contribute to the development of the post while in office.</i>
Eligibility criteria, qualifications and experience	<u>Essential Criteria:</u> • Demonstrated experience delivering projects within a healthcare or clinical environment. • Have held a Project/Programme Management role in a complex organisation for a minimum period of 2 years. • Experience working with multidisciplinary teams, including clinicians, healthcare professionals, business stakeholders, and technical teams • Proven ability to manage multiple workstreams and competing priorities • Experience in delivering large-scale change initiatives; including change management and project management principles and approaches. • Demonstrated leadership ability, proactive development, motivation and engagement skills. <u>Desirable Criteria:</u> • Change/ Project management qualification (PRINCE, Lean Six Sigma (Green Belt) or similar) is desirable. • Have a deep knowledge of different paediatric hospital settings. • Excellent communication, facilitation, and stakeholder management skills.
Competition Specific Selection Process How to Apply & Informal Enquiries	Applications for this post <u>must be accompanied by a cover letter</u>, setting out relevant experience that illustrates how the essential criteria listed above are met. The criterion for short listing is based on the requirements of the post, as outlined in the eligibility criteria. * Please note that you must submit a cover letter with your CV, this forms part of your application and CV's will not be accepted without a detailed cover letter. The closing date for submissions of CVs and cover letter is Tuesday, 1st September 2026 at 11.45pm. Applications must be completed through the advertised post on CHI.jobs by clicking 'Apply for Job'. Applications will not be accepted through direct email or any other method. For informal enquiries for this specialty/department, please contact Catriona McDonald, Chief Operations Officer via email: Catriona.mcdonald@childrenshealthireland.ie

For other queries relating to this recruitment process, please contact Talent Acquisition Specialist – Rachel.sheridan@childrenshealthireland.ie

PLEASE NOTE:

CHI has transitioned to a process of a one commencement day per month for all new employees and Secondments. This update to our Onboarding process is aligned to changes in our monthly/fortnightly payroll and with the corporate induction program. This process enhancement ensures that we can thoroughly prepare for your arrival and facilitate a smooth transition in your onboarding journey.

It is important for you to note that if you do not have your pre-employments and mandatory training completed in time, your commencement date will be deferred to the next available date.

Below, you'll find the list of **commencement dates for 2026** for your information.

- 5th October
- 2nd November
- 7th December

Information on “Non-European Economic Area Applicants” is available from <https://dbei.gov.ie/en/>

Children's Health Ireland is legally required to verify that all staff **have the right to work in Ireland before they begin employment**, regardless of nationality or immigration status. This right-to-work check is also necessary when an individual re-joins CHI or when their immigration permission or employment permit is due to expire.

Permit holders can change their permit employer to CHI after a period of nine months has passed since commencing their first employment permit in the State. The change of employer applies to the [General Employment Permit \(GEP\)](#) and to the [Critical Skills Employment Permit \(CSEP\)](#). The change is required to be completed as part of pre-employment clearance.

All Permits and Change of Employer applications are processed on the [Employment Permits Online](#).

Some recruitment campaigns may be open to candidates who are not citizens of the EEA, Switzerland, or United Kingdom. You can consult the [Critical Skills Occupational List](#) see if your profession is currently eligible under this route.

The programme outlined for Children's Health Ireland may impact on this role and as structures change the job description may be reviewed.

Children's Health Ireland is an equal opportunities employer.