

Job Title & Grade	Genetic Counsellor Basic Grade
Campaign Reference #	104584
Closing Date	Monday, 19 th October 2026 by 23:45 pm Irish time
Duration of Post	Permanent
Advertisement Type	External
Specific T&C's of post	5/7 35 hours standard working week Annual Leave: 29 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 Social Worker Medical, Code 3557 starting at Point 1 € 51,127 and rising annually in increments: €54,510, 56,321, 58,972, 61,647, 64,339, 67,028, 69,715, 72,407, 73,811, LSIS.
Garda Vetting	Garda Vetting Required

	Appointment to this post is subject to Garda Vetting and satisfactory reference check.
Location of post	• Post 1: CHI Crumlin. There may be a requirement to deliver clinics across CHI or at non-CHI outreach locations • Post 2: CHI Crumlin, including outreach clinics to HSE MidWest and HSE Southwest
Reporting Arrangements	This post will report to the Lead Genetic Counsellor, or their nominee. This post will be clinically accountable to the Clinical Specialty Lead/Head of Department, CHI Department of Clinical Genetics (DCG).
Key Working Relationships	The post holder will work closely with: • Genetic Counselling Lead • Principal Genetic Counsellors, Senior Grade and Basic Grade Genetic Counsellors • Clinical Specialty Lead/Head of Department • Consultant Clinical Geneticists • Genomic Resource Associates • Administrative colleagues • Laboratory Colleagues • External referring teams <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>

Purpose of the Role	The purpose of this post is to contribute to the provision of a comprehensive, high quality, genetic counselling service for the Republic of Ireland by carrying out the duties and responsibilities of a Genetic Counsellor: • Comprehend the medical facts of a patient's case, including the diagnosis, probable course of the condition, and the available management • Appreciate the way in which heredity contributes to the condition, and the risk of recurrence in specified relatives • Understand the options for dealing with the risk of recurrence, playing a vital role in providing one off and ongoing support to patients and their families, in choosing the course of action most appropriate to them • Support patients/families in making the best possible adjustment to the condition/risk of the condition <i>The successful candidate may be required to work across CHI sites and services in line with organisational requirements and the development of the new children's hospital and associated services.</i>
Principal Duties and Responsibilities	Professional Duties and Responsibilities: • The post holder will be expected to live CHI values and be child-centered, compassionate, progressive and will act with respect, excellence and integrity. Professional / Clinical / Technical Responsibilities • Deliver non-specialist and specialist genetic counselling clinics for families, in the DCG CHI, outreach clinics, or by using telemedicine, within the departmental scope of practice for the grade • Manage an individual caseload, with the supervision and input of senior GC colleagues and the designated Consultant Clinical Geneticist, in line with the scope of practice for the grade • Participate in joint consultant-genetic counsellor clinics, and co-counselling genetic counsellor clinics within the departmental scope of practice for the grade • Participate in multidisciplinary clinics within the departmental scope of practice for the grade

	• Calculate risks of patients and families being affected by various genetic condition, the risks of recurrence and the carrier risks. This can involve making decisions where expert opinion differs or some information is unavailable. In order to do this, sourcing and interpreting complex scientific papers and genetic test results, and review with colleagues in clinical discussions may be needed. • Order genetic and biochemical tests as clinically appropriate and according to agreed CHI departmental guidelines • Work in conjunction with senior GC colleagues to coordinate relevant prenatal diagnostic tests and referrals, consulting with the designated Consultant Clinical Geneticist as appropriate • Discuss all cases with CHI senior GC colleagues or the Consultant Geneticist at weekly clinical meetings • Ensure the best possible standard of work by applying scientific and clinical understanding and counselling expertise to unique clinical situations • Assess patients to determine where there is need for specialist therapeutic counselling, psychiatric assessment or screening, and make appropriate referrals • Work within Genetic Counsellor competency frameworks and recognise when to refer to appropriate healthcare specialists • Develop a programme of care for the patient. This may involve referring to multiple specialities. • Provide information on the care of other family members, identify at-risk relatives and advise on how they could obtain genetic counselling or screening • Assist the duty genetic counsellor, on a rotational basis, for enquiries from patients and external colleagues • Support CHI Consultants and senior Genetic Counsellor colleagues with referral triage where appropriate • Document patient contact in the departmental genetics records and departmental genetics IT system accurately and in a timely fashion • Prepare letters to patients summarising clinic discussions and giving test results in conjunction with senior Genetic Counsellor colleagues • Ensure that the views of patients, or those speaking on their behalf, are well received; and that complaints, both formal and informal, are received courteously and responded to promptly according to departmental and hospital guidelines
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	Communication with patient and families • Elicit and accurately document patient's detailed family history • Elicit patient's concerns and expectations • Interpret medical, family and psychological history, consulting with senior colleagues • Confirm medical and diagnostic information via the patient's records • Communicate genetic information to patients and their relatives • Communicate highly complex and possibly conflicting information • Identify and respond to emerging issues for the patient or family • Identify changes of risk within the family • Take responsibility for communicating and applying new scientific information for the benefit of the family • Interpret and communicate normal and abnormal genetic test results to patients and health care professionals • Provide advice on factors that reduce and influence risk • Use non-directive and other counselling skills to counsel patients about various testing options and to facilitate decision-making • Communicate with patients who are bereaved and provide support • Use counselling skills to facilitate decision making and promote adjustments in patient and relatives • Use counselling skills to communicate sensitively in the presence of language, cultural and/or medical issues • Expertly communicate highly sensitive and potentially distressing information to patients and relatives about their genetic status with implications for biological and social family relationships • Facilitate effective support to patients who have great difficulty accepting and/or understanding a clinical diagnosis or a genetic test result • Communication with colleagues • Work closely with departmental colleagues, external referrers, and colleagues based in outreach locations
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	• Liaise with laboratory and external colleagues to ensure all necessary information to inform a patient's consultation is available in clinic • Liaise with laboratory colleagues to communicate clinical information necessary to ensure appropriate genetic testing is carried out and to discuss complex test results that are difficult to interpret • Attend weekly CHI departmental clinical meetings to participate in discussion and feedback on clinical cases • Attend multidisciplinary meetings as required to participate in discussion and feedback on clinical cases • Liaise with other users of the service and laboratory colleagues to ensure continuity of care for patients • Liaise with colleagues in other genetic centres to obtain and provide information and to establish understanding and co-operation • Liaise and defer to medical colleagues and other health specialists about issues that have diagnostic or clinical complexity • Seek medical and other allied healthcare expertise as required on behalf of patients attending clinic where appropriate • Advise colleagues on issues around informed consent • Act as patient advocate and educate other health professionals in situations where new testing or technology may be pertinent for patient care and/or service development • Ensure effective liaising with administrative colleagues Planning and organisation • Undertake an equitable proportion of the CHI genetic counsellors' workload, appropriate to the grade, whilst maintaining an appropriate quality of work • Manage workload based on clinical prioritisation and referral date • Attend regular CHI Genetic Counsellor and team meetings • Attend CHI departmental clinical and service meetings • Attend regular counselling supervision meetings • Attend regular meetings with line manager including personal development planning meetings • Work with data managers on collation of clinical data • Utilise in-house patient databases, standard letters and protocols to ensure effective liaison with clinicians and patients
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	• Maintain good filing practice in accordance with the departmental systems • Support the activities of the genetic counsellor team and assume responsibility for various related tasks according to personal interest and the needs of the team • Maintain a full, accurate, up-to-date and legible record of clinical workload undertaken in both manual and computerised records and preserve their confidentiality Education and training • Share in organising and delivering educational sessions for patients and professionals • Prepare and present scientific articles in departmental clinical and educational meetings • Attend departmental education sessions Self-Development: • Work towards attaining professional registration within the relevant timeframe • Take personal responsibility for continuing professional self-development and keep up-to-date with changes in the practice of genetic counselling. It is expected this will include regular attendance at local, regional, national, and occasionally international events. • Participate in appraisal processes • Attend regular counselling supervision sessions to discuss difficult cases and enhance counselling skills Service Development / Quality Improvement • Propose changes to working practices within the genetic clinics team where appropriate • Within area(s) of specialty, contribute to the development of protocols and policies and information leaflets in conjunction with team members • Optimise data recording and collation in collaboration with other members of the unit, using templates and databases • Participate in service development projects, as required
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	Governance, Compliance and Risk • Maintain confidentiality of information about patients, staff and other health service users in line with local and national policy • Contribute to annual audit of clinical genetics to maintain clinical governance and audit profile of department • Participate in quality assurance assessments • Work within the ethical and professional frameworks of any professional organisation to which the post holder may belong e.g. the Association of Genetic Nurses and Counsellors' code of ethics, AHCS Good Scientific Practice, GCRAB Code of Conduct, GCRAB Scope of Practice, GCRAB Standards of Proficiency • Keep up to date with departmental, hospital and national training requirements Other Duties • Participate in original research where appropriate to extend knowledge and understanding of genetic conditions and their impact on families • Contribute to research studies within the department or in collaboration with other departments • Undertake any other duties within the context of this job description and appropriate grade of the post, necessary for the changing needs of an effective and efficient patient service. This will include cover of appropriate duties during the absence of colleagues. <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>
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Specific Requirements / Exposures for this post:	Includes (tick all that apply): ☐ Driving ☐ Working at height ☒ Regular VDU work ☐ Night working ☐ Food handling ☐ Working with Ionising radiation ☐ Other (please specify): ☐ None Applicable:	Exposure to (tick all that apply): ☐ Noise (>80dBA) ☐ Cytotoxic drugs ☐ Respiratory sensitisers ☐ Vibrating equipment ☐ Other (please specify): ☐ None Applicable:	Consists of (tick all that apply): ☒ Contact with patients ☐ Patient moving and handling ☒ Inanimate moving and handling ☐ Exposure Prone Procedures (EPP) ☐ Work in Haemodialysis ☐ Work in confined spaces ☐ Other (please specify): ☐ None Applicable:
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Core Behaviours and our Chosen Culture in CHI

Core Behaviours of our Chosen Culture

Organisational culture is not a static concept. It is dynamic and lived—reflected in how we interact with each other, how we care for patients, how we respond to challenges, and how we lead. It influences the quality of care, the wellbeing of our workforce, and the public's confidence in our services. Creating and maintaining a positive culture is the responsibility of every one of us.

The behaviours detailed within the pillars in the image below, are how we reflect four key aspects of our chosen culture: How we partner with patients, service users and public, how we pause to self-reflect, how we interact with our colleagues and how we compassionately lead. A consensus on our core behaviours is the starting point for establishing and implementing our shared values.

Values and Behaviours are the foundation of how we deliver health and social care. A consistent, practical framework helps everyone in the health service act in ways that reflect our shared culture and mission.

Living these Behaviours is how we express our desired culture to those we serve. When applying these behaviours, we consider these statements and how they translate for CHI employees, in their day to day work.

Core Behaviours of our Culture
 Shaping professional, respectful interactions with children, young people, families, colleagues, and teams

CHILDREN AND FAMILIES	MYSELF	MY COLLEAGUES	LEADERS AND MANAGERS
Do I use my name and your name?	Am I putting myself in other people's shoes?	Do I acknowledge the work of my colleagues?	Do I value and acknowledge the good work of my team?
Do I take time with people – explain the now and the next?	Am I aware of my own wellness and stress and how it may impact others?	Do I ask colleagues how I can help them and do I listen to understand?	Do I support team members in managing their stress?
Do I regularly do an extra kind thing for the people I meet?	Am I aware that my actions can impact how other people feel?	Do I challenge toxic attitudes and behaviours in the workplace?	Do I address toxic attitudes and behaviours in the workplace?
Have I truly listened to, heard, and responded to the person in front of me in all interactions - digital, in person or otherwise?	Am I working to the best of my training and ability?	Do I lead by example with my peers?	Do I appraise and address under-performance in a fair and compassionate way?
Am I engaging with people in a compassionate and professional way?	Do I use health service resources in a way that reduces waste and improves sustainability?	Do I work as part of a team to improve our service?	Do I support my team to innovate and improve our service?

Eligibility criteria, qualifications and experience	<u>Essential Criteria:</u> • An Approved Master of Science degree in Genetic/Genomic Counselling OR • Attainment of the NHS Scientific Training Programme (STP) in Genomic Counselling <u>AND</u> • <u>Eligibility</u> for future professional registration with the AHCS (via the Genetic Counsellor Registration Advisory Board) or EBMG and committed to working towards professional registration in the eligible timeframe. Applicants must submit confirmation of registration eligibility from a board, with their application. <i>Applications from Individuals who are final year Genetic/Genomic Counselling MSc or STP students undertaking a qualification eligible for future registration with the GCRAB or EBMG and who are on course for successful completion in 2026, may be considered for shortlisting. Proleptic appointments (within three months of the offer stage) may be considered for this post.</i> <u>Desirable Criteria:</u> • Experience in General, Cancer and Prenatal genetics • Demonstrate evidence of recent formal continuing professional development relevant to the required area of specialism, in the form of post-graduate qualifications or relevant courses • Experience in delivering genetics education • Registration as a Genetic Counsellor
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	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 your information only: 18th January 2027 8th February 2027 8th March 2027
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.

Does the post above identified for filling come within the definition of an Exposure Prone Procedure (EPP) Post? (Tick below as appropriate)	
YES ☐	NO ☒
Exposure Prone Procedure (EPP) Post Assessment of Post in line with the 'Integrated Guidance on Health Clearance of Healthcare Workers and the Management of Healthcare Workers Living with Bloodborne Viruses (Hepatitis B, Hepatitis C and HIV, 2025')	
Exposure Prone Procedures (EPPs) are defined in the national guidance as: 'invasive procedures where there is potential for direct contact between the skin, usually finger or thumb of the healthcare worker and sharp objects or surgical instruments – such as needles, sharp body parts (for example fractured bones) spicules of bone or teeth – in body cavities or in poorly visualised or confined body sites, including the mouth of the patient'. All staff hired, transferred or promoted into an EPP post will be required to provide evidence via Occupational Health service of their freedom from infection in line with this national guidance. No appointment will be made in the absence of such evidence. EPP workers with previous EPP clearance prior to November 2025, may require further clearance in line with this updated guidance, so should submit details of previous clearance in line with section 9 of this form. The guidance is available here https://www.hpsc.ie/a-z/bloodbornevirus/ Detailed information on those categories of staff and procedures coming under the scope of the EPP definition is available from the Area Recruitment Unit. If there is any doubt about whether the post you have identified above comes within the definition of an EPP post, expert advice should be sought from the Occupational Health Service.	