Staff Midwife (Rolling Campaign-Phase 2)
Regional Hospital Mullingar
Job Specification, Terms & Conditions

Job Title and Grade Code	**Staff Midwife / Cnáimhseach Foirne** *(Grade Code 2143)*
Remuneration	The salary scale for the post as of **01/06/2026** is: €38,166 €40,158 €41,175 €42,519 €44,213 €45,907 €47,591 €49,049 €50,509 €51,973 €53,466 €54,956 **€56,592 LSI** New appointees to any grade start at the minimum point of the scale. Incremental credit will be applied for recognised relevant service in Ireland and abroad (Department of Health Circular 2/2011). Incremental credit is normally granted on appointment, in respect of previous experience in the Civil Service, Local Authorities, Health Service and other Public Service Bodies and Statutory Agencies.
Campaign Reference	**DML-09-26-286**
Closing Date	**Friday 27th of November 2026 at 12 noon**
Proposed Interview Date(s)	Proposed interview dates will be indicated at a later stage. Please note you may be called forward for interview at short notice. **Interview Process Notice:** Applications are reviewed on a rolling basis. To keep our hiring moving efficiently, we conduct interviews in batches based on the date your application is received. Early applicants will be considered for the first round of interviews.
Taking up Appointment	A start date will be indicated at job offer stage.
Organisational Area	Dublin & Midland Regional Area
Location of Post	**Regional Hospital Mullingar** There are currently permanent / specified purpose, whole-time / part-time Staff Midwife vacancies available in the Regional Hospital Mullingar. A panel may be formed as a result of this campaign for a Staff Midwife from which current and future, permanent and specified purpose vacancies of full-time or part-time duration may be filled.
Informal Enquiries	**Name:** Maureen Revilles **Position:** Assistant Director of Midwifery **Email:** maureen.revilles1@hse.ie **Telephone:** 0873656180
HR Point of Contact	DMHG is committed to providing information and services which are accessible to all, if you require accessibility assistance throughout any stage of the recruitment process, please contact: HR Recruitment Officer Dublin Midlands Hospital Group **Name:** Shahin Roomy **Email:** Shahin.roomy@hse.ie
Details of Service	The Regional Hospital Mullingar is a Model 3 Statutory Hospital and is part of the Ireland Dublin Midland Hospital Group (DMHG).The Hospital provides a wide

	range of health services for people in Westmeath and Longford and specialised service for a broader Midlands population of 291,000 including Laois, Offaly, North Meath, Kildare and Roscommon. The Hospital has 216 beds (184 inpatient, 16 day beds, 10 short term stay beds and a 6 bedded Medical Assessment Unit) and provides a range of services, on a 24-hour basis. The Hospital has a combined Critical Care Unit comprising of six beds (ICU/CCU). The hospital provides the following acute services: • Accident & Emergency • General Medicine (Including Regional Stroke Thrombolysis) • General Surgery • Obstetrics and Gynaecology • Paediatrics / Special Care Baby Unit • Critical Care • 24 hour CT scanning service • Out-Patient Services incl. Ophthalmology
Reporting Relationship	The post holder will report to the Clinical Midwife Manager II or designated officer. Accountable to the Director of Midwifery or designated officer.
Purpose of the Post	To work within a multidisciplinary team in providing a safe, effective, high quality midwifery service to women, babies and their families.
Principal Duties and Responsibilities	**<u>Professional Responsibilities</u>** The Staff Midwife will: • Practice Midwifery according to the Code of Professional Conduct as laid down by An Bórd Altranais agus Cnáimhseachais na hÉireann (Nursing Midwifery Board Ireland) and Professional Clinical Guidelines • Comply with national, regional and local Health Service Executive (HSE) guidelines, policies, protocols and legislation • Work within their scope of practice and take measures to develop and maintain the competence necessary for professional practice • Maintain a high standard of professional behaviour and be accountable for their practice • Be aware of ethical policies and procedures which pertain to their area of practice • Respect and maintain the privacy, dignity and confidentiality of the woman and baby • Follow appropriate lines of authority within the Midwifery Management structure **<u>Clinical Practice</u>** The Staff Midwife will: • Fulfil their statutory obligations within the legislation and HSE policies as appropriate to the role • Deliver midwifery care to women and babies according to best practice / evidence based framework • Practice midwifery in a manner in which the promotion of normality is the philosophy underpinning midwifery care during the preconceptual, antenatal, intrapartum and postnatal periods • Fulfil their obligation with regard to the registration and notification of births • Be familiar with international, national and local policies, services and resources relating to women who are experiencing a violation to their human rights e.g. domestic abuse and Female Genital Mutilation • Manage a caseload as required • Promote the health, welfare and social wellbeing of all women and babies • Actively participate as a multi-disciplinary / inter -disciplinary team member in all aspects of service delivery including case conferences, clinical meetings, team meetings

	• Assess, plan, implement and evaluate individual person centred care programmes within an agreed framework and in accordance with policies procedures and guidelines and established best practice • Develop and promote good interpersonal relationships with patients, their family / social network supports and the multi-disciplinary care team in the promotion of patient centred care • Endeavour to ensure that care is carried out in an empathetic and ethical manner and that the dignity, spiritual needs and individuality of the patient is respected • Promote and recognise the patients' social and cultural dimensions of care • Collaborate and work closely with the patient, their family, the multi-disciplinary team, external agencies and services to facilitate discharge planning, continuity of care and specific care requirements • Provide education and information to the patient, their family as required and be an advocate for the individual patient and for their family • Report and consult with senior midwifery management on clinical issues as appropriate • Maintain appropriate and accurate written midwifery records and reports regarding women / patient care in accordance with local / national / professional and confidentiality guidelines • Participate in innovation and change management in the approach to patient care delivery particularly in relation to new research findings, evidence based practice and advances in treatments • Participate in clinical audit and review • Promote a positive health concept with patients and colleagues and contribute to health promotion and disease prevention initiatives as outlined by the Health Service Executive • Delegate and supervise the work of Student Midwives & Nurses and Midwifery support staff within the remit of their role, as appropriate • Refer patients to other services as required • Initiate and undertake approved clinical midwifery research • Participate in national code of discharge planning • 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, National Standards of Safer Better Maternity Services etc. **<u>Clinical Governance</u>** The Staff Midwife will: • Participate in clinical governance structures within the local / regional / national clinical governance framework • Have a working knowledge of HIQA standards as they apply to the role/care setting, for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards, National Standards for Safer better Maternity Services etc. • Contribute to ongoing monitoring, audit and evaluation of the service as appropriate • Accurately record and report all complaints to appropriate personnel according to local service policy • Participate in the development of policies / procedures and guidelines to support compliance with current legal requirements, where existing, for the safe storage and administration of medicines and other clinical products • Participate in the development of policies / procedures and guidelines with health, safety, risk and management personnel and participate in their development in conjunction with relevant staff and in compliance with statutory obligations • Observe, report and take appropriate action on any matter which may be detrimental to patient care or well being

	• Be aware of the principles of clinical governance including quality, risk and health and safety and be individually responsible for clinical governance, risk management / health and safety issues in their area of work • Comply with HSE policies to minimise risk with particular reference to infection control, domiciliary visits and lone working • Participate in the development, promotion and implementation of infection control guidelines • Assist with the decontamination process • Adhere to organisational dress code • Adhere to GDPR policies, Dignity at work and all Cyber Security policies **Education, Training & Development** The Staff Midwife will: • Attend mandatory training courses and complete Mandatory Training via HSELAND. • Keep abreast of the latest developments in midwifery practice as far as possible • Develop and use reflective practice techniques to inform and guide practice • Participate in the clinical / workplace induction of new midwifery and support staff • Contribute to the identification of training needs pertinent to the practice area • Develop and maintain competence in the area of preceptorship in order to provide a high standard of preceptorship to student midwives/nurses • Develop teaching skills and participate in the planning and implementation of orientation, training and teaching programmes for midwifery students and the midwifery element of education for student midwives/nurses • Identify and contribute to the continual enhancement of learning opportunities within a population health framework • Provide support, guidance and advice to junior colleagues when required within the scope of practice • Participate in regular performance / clinical reviews with their line manager • Participate in the development of performance indicators in conjunction with the Clinical Midwife Manager 2 • Participate in innovation and change in the approach to service user care delivery, and contribute to the service planning process, based on best practice and under the direction of Midwifery Management / Midwifery Practice Development, particularly in relation to new research findings and advances in treatment • Participate in clinical audit plan of the department and assist in the implementation of action plans and Quality Improvement plans (QIPs) **Administrative** The Staff Midwife will: • Ensure that records are safeguarded and managed as per HSE / local policy and in accordance with relevant legislation • Work closely with colleagues across the integrated services programme in order to provide a seamless service delivery to the client within the integrated services programme • Maintain records and submit activity data / furnish appropriate reports to the Director of Nursing / Midwifery as required • Contribute to policy development and formulation, performance monitoring, business planning and budgetary control • Maintain professional standards including patient and data confidentiality • Contribute to ongoing monitoring, audit and evaluation of the service as appropriate • Ensure that the ward/department is maintained in good order using appropriate models that supplies are adequate and that all equipment is in good working order and ready for immediate use – report faulty equipment or issue to appropriate person

	• Assist in the maintenance of necessary equipment and ordering of supplies as required to ensure a safe environment for patients, staff and visitors • Ensure that the appropriate and efficient use of supplies and exercise economy in the use of consumables • To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service. • Coordinate the management of the unit in the absence of the Clinical Midwife Manager • Undertake other duties as required by the Director of Midwifery or his / her designate ***The above Job Description 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 him/her from time to time, and to contribute to the development of the post while in office.***
Eligibility Criteria, Qualifications and / or Experience	**Candidates must have at the latest date for receipt of applications for the post:** **1. Statutory Registration, Professional Qualifications, Experience, etc.** (i) Be registered in the Midwives Division of the Register of Nurses & Midwives maintained by Bord Altranais agus Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) or be entitled to be so registered **And** (ii) Have clinical and administrative capacity to properly discharge the functions of the role **2. Annual Registration** (i) On appointment, practitioners must maintain live annual registration on the Midwifery Division of the Register of Nurses and Midwives maintained by the Nursing & Midwifery Board of Ireland [NMBI] (Bord Altranais agus Cnáimhseachais na hÉireann). **And** (ii) Practitioners must confirm annual registration with NMBI to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC). **3. 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. **4. Character** Each candidate for and any person holding the office must be of good character *Note: Post holders must maintain annual registration with Bord Altranais agus Cnáimhseachais na hÉireann (Nursing & Midwifery Board of Ireland)*
Post Specific Requirements	Demonstrate professional knowledge and experience across the Staff Midwives scope of nursing practice in a number of settings including but not limited to: • Midwifery Procedures • Clinical Interventions • Patient Observations

	• Ward Management • Medicines • Clinical Governance & Administration
Other Requirements Specific to the Post	• have access to appropriate transport to fulfil the requirements of the role • Engage in rotation within the maternity department to maintain skills and competency • Participate in the rostering system which will include rotation from day duty to night duty
Additional Eligibility Requirements	**Citizenship Requirements** Eligible candidates must be: (i) EEA, Swiss or British citizens. **OR** (ii) Non-European Economic Area citizens with permission to reside and work in the State. *Read Appendix 2 of the Additional Campaign Information document for further information on accepted Stamps for Non-EEA citizens resident in the State, including those with refugee status.* To qualify candidates must be eligible by the closing date of the campaign.
Skills, Competencies and / or Knowledge	**Professional Knowledge & Experience** • Demonstrates competence and professionalism in order to carry out the duties and responsibilities of the role of the midwife.. • Practices midwifery care safely and effectively, fulfilling their professional responsibility within their scope of practice. • Practices in accordance with legislation affecting midwifery practice. • Displays evidence-based clinical knowledge in making decisions regarding maternity and newborn care. • Demonstrates a commitment to continuing professional development. • Demonstrates a willingness to develop IT skills relevant to the role. **Planning and Organising Skills** • Demonstrates evidence of effective planning and organising skills. • Demonstrates the ability to manage deadlines and effectively handle multiple tasks. • Demonstrates an awareness of resource management and the importance of value for money. • Demonstrates flexibility and adaptability in their approach to work, is open to change and new ways of working. **Building and Maintaining Relationships** • Demonstrates the ability to work on own initiative as well as part of a team. • Demonstrates the ability to build and maintain relationships including the ability to work effectively as part of a multi-disciplinary team. • Demonstrates an awareness and appreciation of the woman/client and their families • Uses diplomacy and tact in fraught situations and can diffuse tense situations comfortably. • Ensures that care is carried out in an empathetic and ethical manner. **Analysis, Problem Solving and Decision-Making Skills** • Demonstrates evidence-based decision-making and shows effective analytical and problem solving skills.

	• Uses a range of information sources and knows how to access relevant information to address issues. • Takes an overview of complex problems before generating solutions; anticipates implications / consequences of different solutions. • Demonstrate resilience and composure. **Commitment to Providing a Quality Service** • Demonstrates a commitment to providing a quality service. • Demonstrates evidence of the ability to care for women/clients in a non-judgemental manner. • Takes action and informs relevant people when problems arise. • Pays attention to detail, ensures that all records and data are up to date and available when required. **Communication Skills** • Demonstrates excellent communication skills (written and verbal) so as to effectively carry out the duties and responsibilities of the role. • Communicates in a clear, effective and sensitive manner, listening and ensuring that messages are clearly understood / tailors the method as appropriate. • Anticipates and recognises the emotional reactions of others when delivering sensitive messages. • Demonstrates the ability to influence others effectively. • Is assertive as appropriate.
Campaign Specific Selection Process **Ranking / Shortlisting / Interview**	A ranking and / or shortlisting exercise may be carried out on the basis of information supplied in your application form. 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 selection process. Those successful at the ranking stage of this process (where applied) will be placed on an order of merit and will be called to interview in 'bands' depending on the service needs of the organisation.
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. For further information on the HSE commitment to Diversity, Equality and Inclusion, please visit the Diversity, Equality and Inclusion web page at https://www.hse.ie/eng/staff/resources/diversity/

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 that should be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards that should 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. The CPSA Code of Practice can be accessed via https://www.cpsa.ie/.
The reform programme outlined for the Health Services may impact on this role and as structures change the job specification may be reviewed. **This job specification 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.**	

Staff Midwife
Midland Regional Hospital Mullingar
Terms and Conditions of Employment

Tenure	The current vacancies available are permanent / specified purpose and whole-time / part-time. The post is pensionable. A panel may be created from which permanent and specified purpose vacancies of full or part time duration may be filled. The tenure of these posts will be indicated at "expression of interest" stage. Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointments) Act 2004 and Public Service Management (Recruitment and Appointments) Amendment Act 2013.
Working Week	The standard working week applying to the post is to be confirmed at job offer stage. HSE Circular 003-2009 "Matching Working Patterns to Service Needs (Extended Working Day / Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016" applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16th, 2008 will be required to work agreed roster / on call arrangements as advised by their Line Manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016).
Annual Leave	The annual leave associated with the post will be confirmed at contracting stage.
Superannuation	This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004.
Probation	Every appointment of a person who is not already a permanent officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71.
Age	The Public Service Superannuation (Age of Retirement) Act, 2018* set 70 years as the compulsory retirement age for public servants. ***Public Servants not affected by this legislation:*** Public servants joining the public service or re-joining the public service with a 26 week break in service, between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age.

	Public servants, joining the public service or re-joining the public service after a 26 week break, after 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70.
Infection Control	Have a working knowledge of 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 as appropriate to the role.
Protection of Children Guidance and Legislation	The welfare and protection of children is the responsibility of all HSE staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies. Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons. You should check if you are a Designated Officer and / or a Mandated Person and be familiar with the related roles and legal responsibilities. For further information, guidance and resources please visit: HSE Children First webpage
Protection of Persons Reporting Child Abuse Act 1998	As this post is one of those designated under the Protection of Persons Reporting Child Abuse Act 1998, appointment to this post appoints one as a designated officer in accordance with Section 2 of the Act. You will remain a designated officer for the duration of your appointment to your current post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. You will receive full information on your responsibilities under the Act on appointment.
Mandated Person Children First Act 2015	As a mandated person under the Children First Act 2015 you will have a legal obligation: ● To report child protection concerns at or above a defined threshold to TUSLA. ● To assist Tusla, if requested, in assessing a concern which has been the subject of a mandated report. You will remain a mandated person for the duration of your appointment to your current post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. You will receive full information on your responsibilities under the Act on appointment.
Health & Safety	It is the responsibility of Line Managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line Managers are named and roles and responsibilities detailed in the relevant Site Specific Safety Statement (SSSS). Key responsibilities include: • Developing a SSSS for the department / service[1], as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work. • Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems Of Work (SOW) that are planned,

[1] A template SSSS and guidelines are available on the National Health and Safety Function/H&S web-pages

	organised, performed, maintained and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection. • Consulting and communicating with staff and safety representatives on OSH matters. • Ensuring a training needs assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee. • Ensuring that all incidents occurring within the relevant department / service are appropriately managed and investigated in accordance with HSE procedures[2]. • Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate. • Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example. **Note**: Detailed roles and responsibilities of Line Managers are outlined in local SSSS.

[2] See link on health and safety web-pages to latest Incident Management Policy