An tSeirbhís Náisiúnta Scagthástála
National Screening Service

Clinical Nurse Manager 2 (Breast Care)
BreastCheck, National Screening Service
Job Specification & Terms and Conditions

Job Title, Grade Code	**Clinical Nurse Manager 2 (Breast Care)** **Grade Code: (2119)**
Campaign Reference	**NSS202630**
Closing Date	**Monday 7th December 2026 at 12pm**
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
Taking up Appointment	A start date will be indicated at job offer stage.
Location of Post	**BreastCheck Southern Unit, Infirmary Road, Ballintemple, Cork.** There is currently one permanent full time vacancy available in BreastCheck Southern Unit, Cork. The Clinical Director is open to engagement in respect of flexibility around working hours. A panel may be formed as a result of this campaign for **Clinical Nurse Manager 2**, **Breast Check, Cork** from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled.
Informal Enquiries	Name: Claire Glennane, Lead BreastCare Nurse Email: Claire.Glennane@screeningservice.ie
Details of Service	The National Screening Service (NSS), part of the Health Service Executive (HSE), delivers four free, national population-based screening programmes:

Programme	Aim
BreastCheck	Detecting breast cancers at the earliest possible stage, when they can be easier to treat.
CervicalCheck	To prevent cervical cancer by finding and treating changes to the cells in the cervix before they develop into cancer. Also to find cervical cancer at an early stage, before symptoms start, when it can be easier to treat.
BowelScreen	To prevent bowel cancer by finding and removing abnormalities in the bowel (polyps). Also to find bowel cancer at an early stage, before symptoms start, when it can be easier to treat.
Diabetic RetinaScreen	Early detection and treatment of sight-threatening retinopathy. When retinopathy is caught early, treatment is effective at reducing or preventing damage to your sight.

Our mission: We deliver population screening programmes that help prevent, reduce the risk of, and assist the recognition of, disease in Ireland.

Our vision: To work together to save lives and improve people's health through population screening.

Screening programmes aim to reduce morbidity and mortality in the population by identifying those at risk of the condition/pre-condition, allowing free assessment, detection and treatment.

- Population screening can save lives. Evidence shows that detection, survival

	and death rates are all improved for people who have participated in screening. • Screening programmes play a significant part in cancer detection; 5% of all cancers in Ireland are detected during screening. • Services are growing and dynamic, with exciting opportunities in the next 5 years for innovation and further benefits for the >1.5m population eligible. Our programmes focus on looking for early signs of disease in healthy people, so that we can: • detect health issues early • help prevent disease • ensure that anyone who does develop the disease being screened for has the best chance of early, more effective treatment • reduce people's risk of developing a disease or its complications • support people in making informed decisions about their health The NSS Strategic Plan 2023-2027 Choose Screening: Together we can make a difference sets out our areas of focus: • Engagement and partnership • Operational excellence • Service development • People and culture • Governance and quality assurance • Data and information On our website www.screeningservice.ie we report regularly on our activity, progress and performance. Read more about some of our work to deliver our strategy: • Equity in screening • Quality assurance • We highlight research that we have published, presented, authored and co-authored in the news section of our website • Our reports and publications provide more information about our work.
Reporting Relationship	The post holder will report to the Assistant Director of Nursing, BreastCheck
Key Working Relationships	The post holder will work in the Breast Screening Unit in liaison and in co-operation with Clinical Director and the multidisciplinary team. Additionally, the post holder will have responsibility for the nursing requirements of women attending the Breast Screening Unit.
Purpose of the Post	The post of Clinical Nurse Manager 2 (Breast Care Nurse) has a pivotal role in service planning, co-ordinating and managing patient care activity in conjunction with existing Breast Care Nurses (CNM2's) in the unit. The main responsibilities are to provide consultative nursing, educational expertise in all areas of the speciality, quality assurance, resource management, staff development, practice development, facilitating communication and professional / clinical leadership.
Principal Duties and Responsibilities	**Professional / Clinical** *The Clinical Nurse Manager 2 (Breast Care) will:* • Provide optimal health care to those who have or fear they may have breast cancer and to their families and friends. • Improve the capability of others involved in health care to provide care for this group of patients.

	• Provide a continuing service to patients and their families. • Provide a specialist nursing service for those who have or feel they may have breast cancer and benign breast problems originating from breast cancer screening. A high standard of nursing care is required to encompass the holistic needs of these patients. • Liaise with multi-disciplinary team to provide a service which meets the needs of patients and their families. Evaluate clinical problems in conjunction with other team members, co-ordinate investigations and therapies and patient follow-up. • Develop and support the concept of advocacy, particularly in relation to patient participation in decision-making, thereby enabling informed choice of treatment options. • Actively promote liaison and co-ordination of care for patients between the screening unit, the hospital, the symptomatic breast clinic and the community. • Communicate with patients and their families. Assess needs and provide relevant support, information, education and advice when and where necessary. • Identify the physical, social and psychological needs of patients that may require referral to other agencies or health care professionals. • Pre and post-operative supportive care including the fitting of prostheses if and when required. • Act as a resource in providing specialist knowledge, expertise and care in liaison with the multi-disciplinary team. • Identify and utilise professional and other resources and facilities at a local and national level by direct and indirect referral. • Maintain patient advocacy, dignity and confidentiality at all times. • Manage patient care to ensure the highest professional standards using an evidence based, care planning approach. • Provide a high level of professional and clinical leadership. • Be responsible for the co-ordination, assessment, planning, delivery and review of service user care by all staff in designated area(s). • Provide safe, comprehensive nursing care to service users according to the Code of Professional Conduct as laid down by the Nursing Midwifery Board Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) and Professional Clinical Guidelines • The Manager will practice nursing according to - Professional Clinical Guidelines - National and Area Health Service Executive (HSE guidelines). - Local policies, protocols and guidelines - Current legislation • Manage own caseload in accordance with the needs of the post. • Participate in teams / meetings / committees as appropriate, communicating and working in co-operation with other team members. • Facilitate co-ordination, co-operation and liaison across healthcare teams and programmes. • Collaborate with service users, family, carers and other staff in treatment / care planning and in the provision of support and advice. • Communicate verbally and / or in writing results of assessments, treatment / care programmes and recommendations to the team and relevant others in accordance with service policy.

- Plan discharge or transition of the service user between services as appropriate.
- Ensure that service users and others are treated with dignity and respect.
- Maintain nursing records in accordance with local service and professional standards and ensure they meet all legal requirements.
- Adhere to and contribute to the development and maintenance of nursing standards, protocols and guidelines consistent with the highest standards of patient care.
- Evaluate and manage the implementation of best practice policy and procedures e.g. admission and discharge procedures, control and usage of stocks and equipment, grievance and disciplinary procedures.
- Maintain professional standards in relation to confidentiality, ethics and legislation.
- In consultation with the Clinical Director and other disciplines, implement and assess quality management programmes.
- Participate in clinical audits as required.
- Initiate and participate in research studies as appropriate.
- Devise and implement Health Promotion Programmes for service users as relevant to the post.
- Operate within the scope of practice - seek advice and assistance from his / her manager with any cases or issues that prove to be beyond the scope of his / her professional competence in line with principles of best practice and clinical governance.

Health & Safety

The Clinical Nurse Manager 2 (Breast Care) will:

- Ensure that effective safety procedures are developed and managed to comply with statutory obligations, in conjunction with relevant staff e.g. health and safety procedures, emergency procedures.
- Observe, report and take appropriate action on any matter which may be detrimental to staff and/or service user care or well-being / may be inhibiting the efficient provision of care.
- Assist in observing and ensuring implementation and adherence to established policies and procedures e.g. health and safety, infection control, storage and use of controlled drugs etc.
- Ensure completion of incident / near miss forms / clinical risk reporting
- Adhere to department policies in relation to the care and safety of any equipment supplied for the fulfilment of duty.
- Liaise with other relevant staff e.g. CNS infection control Occupational Therapist re appropriateness for procurement.
- Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc and comply with associated HSE protocols for implementing and maintaining these standards.
- Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.

	Education and Training *The Clinical Nurse Manager 2 (Breast Care) will:* • Take responsibility for personal, professional development and continuing education within the scope of the professional practice. • Promote the role of Breast Care Nursing Service amongst appropriate health care professionals. • Raise consciousness concerning educational needs of women and their families to cancer and breast awareness. • Teaching and participation in organisational and university seminars and study days. • Actively promote the National Breast Screening Programme. • Engage in continuing professional development by keeping up to date with nursing literature, recent nursing research and new developments in nursing management, education and practice and to attend staff study days as considered appropriate. • Be familiar with the curriculum training programme for student nurses and be aware of the clinical experience required to meet the needs of the programme. • Participate in the identification, development and delivery of induction, education, training and development programmes for nursing and non-nursing staff. • Provide support and supportive supervision to Nursing Staff and front-line staff where appropriate. • Supervise and assess student nurses and foster a clinical learning environment. • Engage in performance review processes including personal development planning as appropriate. **Research** *The Clinical Nurse Manager 2 (Breast Care) will:* • Appreciate and utilise existing research findings that affect physical, social and psychological care. • Initiate, promote and participate in on-going nursing and associated research in this specialist area. • Promote an awareness of current trials, their protocols and surrounding issues. **Management** *The Clinical Nurse Manager 2 (Breast Care) will:* • Manage individual patient caseload. • Exercise authority in the running of the assigned area(s) as deputised by the Clinical Director. • Provide the necessary supervision, co-ordination and deployment of nursing and support staff to ensure the optimum delivery of care in the designated area(s). • Manage communication within the Unit and at the departmental level and facilitate team building.

	• Provide staff leadership and motivation which is conducive to good working relations and work performance. • Promote a culture that values diversity and respect in the workplace. • Formulate, implement and evaluate service plans and budgets in co-operation with the wider healthcare team. • Manage all resources efficiently and effectively within agreed budget. • Lead on practice development within the clinical area. • Lead and implement change. • Promote, facilitate and participate in the development of nursing policies and procedures. Monitor as appropriate and lead on proactive improvement. • Contribute to the formulation, development and implementation of policies and procedures at area and hospital level. • Ensure compliance with legal requirements, policies and procedures affecting service users, staff and other hospital matters. • Manage and promote liaisons with internal / external bodies as appropriate e.g. intra-hospital service and the community. • Actively participate in the Nursing Management structure by 'acting up' when required. • Maintain all necessary clinical and administrative records and reporting arrangements. • Engage in IT developments as they apply to service user and service administration. **The above Job Specification 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 of application:** **<u>1. Statutory Registration, Professional Qualifications, Experience, etc</u>** (a) Eligible applicants will be those who on the closing date for the competition: (i) Are registered in the General division of the Register of Nurses & Midwives maintained by the Nursing and Midwifery Board of Ireland [NMBI] (Bord Altranais agus Cnáimhseachais na hÉireann) or entitled to be so registered. **And** (ii) Have at least 5 years post registration experience (or an aggregate of 5 years fulltime post registration experience) of which 2 years (or an aggregate of 2) must be in the speciality of Breast Care and/or Oncology **And** (iii) Have the clinical, managerial, and administrative capacity to properly discharge the functions of the role. **And** (iv) Candidates must demonstrate evidence of continuous professional development. **And** (b) Candidates must possess the requisite knowledge and ability including a high standard of suitability and clinical, managerial, and administrative capacity to properly discharge the functions of the role.

	2. Annual registration (i) On appointment, practitioners must maintain live annual registration on the relevant division of the Register of Nurses and Midwives maintained by the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann). **And** (ii) Confirm annual registration with NMBI to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC). **3. Health** 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. **4. Character** Candidates for and any person holding the office must be of good character. *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 Ireland)*
Post Specific Requirements	Demonstrate depth and breadth of experience in Breast Care / Surgical and/or Oncology as relevant to the role.
Other requirements specific to the post	Access to appropriate transport to fulfil the requirements of the role.
Skills, competencies and/or knowledge	***Candidates must:*** • Demonstrate the ability to lead on clinical practice and service quality. • Demonstrate promotion of evidence-based decision making. • Demonstrate practitioner competence and professionalism. • Demonstrate the ability to plan and organise effectively. • Demonstrate the ability to build, lead and manage a team. • Demonstrate strong interpersonal skills including the ability to build and maintain relationships. • Demonstrate strong communication and influencing skills. • Demonstrate initiative and innovation in the delivery of service. • Demonstrate resilience and composure. • Demonstrate openness to change. • Demonstrate integrity and ethical stance. • Demonstrate a commitment to continuing professional development. • Demonstrate the ability to relate nursing research to nursing practice. • Demonstrate knowledge of quality assurance practices and their application to nursing procedures. • Demonstrate an awareness of HR policies and procedures including disciplinary procedures, managing attendance etc. • Demonstrate an awareness of relevant legislation and policy e.g. legislation relevant to the service area, health and safety, infection control etc.

	• Demonstrate an awareness of curre policies in relation to the clinical / de • Demonstrate an awareness of the Health Service Transformation Programme. • Demonstrate a willingness to develop IT skills relevant to the role.
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.
Code of Practice	NSS will will run this campaign on behalf of the HSE in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The Code of Practice sets out how the core principles of probity, merit, equity and fairness might be applied on a principle basis. The Code also specifies the responsibilities placed on candidates, facilities for feedback to applicants on matters relating to their application when requested, and outlines procedures in relation to requests for a review of the recruitment and selection process and review in relation to allegations of a breach of the Code of Practice. Additional information on the HSE's review process is available in the document posted with each vacancy entitled "Code of Practice, Information for Candidates". Codes of practice are published by the CPSA and are available on www.hse.ie/eng/staff/jobs in the document posted with each vacancy entitled "Code of Practice, Information for Candidates" or on 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.	

Tenure	The current vacancy available is **permanent** and **full time.** The posts are 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.
Remuneration	The Salary scale for the posts **(as of 01/06/2026)** are: € 62,699 63,737 64,615 66,048 67,633 69,189 70,745 72,497 74,123 76,921 **79,227LSI** 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.
Working Week	The standard working week applying to the post is to be confirmed at Job Offer stage.
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.
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.
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.
Protection for Persons Reporting Child Abuse Act 1998	As this post is one of those designated under the Protection for 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.
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.
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, 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.

[1] A template SSSS and guidelines are available on the National Health and Safety Function, here: https://www.hse.ie/eng/staff/safetywellbeing/about%20us/

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