Clinical Nurse Manager 1 Mental Health
Job Specification & Terms and Conditions

Job Title, Grade Code	**Clinical Nurse Manager 1 Mental Health/ Bainisteoir Altraí Cliniciúil 1 (Meabhairshláinte)** (Grade Code: 2527)
Remuneration	The salary scale for the post is 01/08/2025: €56,642 €57,669 €59,118 €60,592 €62,057 €63,532 €65,174 €66,705 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	**CHE1222025**
Closing Date	**Friday 2nd January 2026 no later than 12noon** ***We recommend that candidates submit their application a minimum of 1 hour before the closing date and time to ensure their application form has been uploaded successfully to Rezoomo. Applications will not be accepted after this date and time, no exceptions will be made***
Proposed Interview Date (s)	Interviews are due to take place week commencing 19th January 2026. Please note that this date may be subject to change.
Taking up Appointment	A start date will be indicated at job offer stage.
Location of Post	**IHA Dublin South & Wicklow/ FSS Baile Átha Cliath Theas & Cill Mhantáin** The current vacancies are as follows: One permanent, whole-time vacancy available in St Vincents University Hospital Merrion Rd Dublin 4 Two permanent, whole-time vacancies available in Avonmore Unit, Newcastle Hospital, Co Wicklow One permanent, whole-time vacancies available in Glencree Unit, Newcastle Hospital, Co Wicklow A panel may be formed as a result of this campaign for Clinical Nurse Manager 1 Mental Health for **IHA Dublin South & Wicklow** from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled. Please note that at the application stage, candidates will be required to indicate their preferred location —**Dublin, Wicklow, or both**. This selection will be final once the application is submitted and cannot be amended under any circumstances thereafter.
Informal Enquiries	We welcome enquiries about the role. For Wicklow posts, please contact: Demelza Heneghan ADON Email: Demelza.heneghan@hse.ie Phone: 0870989590 For Dublin South East posts, please contact:

	Rajinikanth Maruthu, ADON Phone:0874431922 Email: Rajinikanth.maruthu@hse.ie For enquiries relating to the recruitment process, please contact: Tiegan Barnaville, Recruitment Lead Email: tiegan.barnaville@hse.ie Phone: 01 274 4264
Details of Service	The HSE Dublin South East & Wicklow provides a wide range of community and hospital based Mental Health Services and are also undergoing significant change and development. Acute, in-patient and residential service provision supports these developments in specialities such as Liaison, Deliberate Self Harm, Eating Disorder and MHID which provides ample opportunity for professional development of nurses
Reporting Relationship	CNM2 / Assistant Director of Nursing this is not a title in MHS as relevant to the post / as appropriate. Accountable to the Assistant Director of Nursing and Director of Nursing.
Purpose of the Post	To be responsible for the management and recovery orientated integrated care for individuals presenting to the Mental Health Services and care and treatment of service users, to ensure that the optimum standard of care is provided within the designated area(s) of responsibility. The primary role of the Clinical Nurse Manager 1 (CNM 1) will be one of clinical and professional leadership and development in the nursing team, including the development of nursing staff by means of in-service training, orientation of new staff and arranging for clinical experience and supervision of student nurses where this is appropriate.
Principal Duties and Responsibilities	*The Clinical Nurse Manager 1 (Mental Health) will:* **Professional / Clinical** • Be responsible for the co-ordination, assessment, planning, implementation, and review of care for service users according to service standards. • Provide safe, comprehensive nursing care to service users according to the Code of Professional Conduct as laid down by the Bord Altranais agus Cnáimhseachais na hÉireann (Nursing Midwifery Board Ireland) and Professional Clinical Guidelines. • Practice nursing according to: • Mental Health Commission – Judgement Support Framework • Professional Clinical Guidelines • National and Area Health Service Executive (HSE) guidelines • Local policies, protocols and guidelines • Current legislation • Encourage evidence-based practice, using a care planning approach to nursing care. • Participate in teams as appropriate, communicating and working in co-operation with other team members. • 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. • Assist in providing staff leadership and motivation, which is conducive to good staff relations and work performance. • Ensure that service users and others are treated with dignity and respect. • Maintain nursing records in accordance with local service and professional standards. • Contribute to the development and maintenance of nursing standards, protocols and guidelines consistent with the highest standards of patient care. • Maintain professional standards in relation to confidentiality, ethics and legislation. • In consultation with CNM2 and other disciplines, implement and assess quality management programmes.

	• Participate in clinical audit as required. • Devise and implement Health Promotion Programmes for service users as relevant to the post. • Lead and implement change, with particular reference to recommendations of the Commission on Nursing and the Health Service reform programme. • Operate within the Scope of Practice - seek advice and assistance from their manager with any cases or issues that prove to be beyond the scope of their professional competence in line with principles of best practice and clinical governance. • Will work in accordance with the principles and values of recovery as described in the National Framework for Recovery for Irish Mental Health Services 2018-2020. **Health and Safety** • Play a central role in maintaining a safe environment for service users, staff and visitors e.g. by monitoring for any potential hazards and acting as appropriate • Adequately identifies, assesses, manages and monitors risk within their area of responsibility. • 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. • Observe, report and take appropriate action on any matter which may be detrimental to service user care or wellbeing / may be inhibiting the efficient provision of care. • Ensure completion of incident / near miss forms. • Adhere to department policies in relation to the care and safety of any equipment supplied for the fulfilment of duty. • 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 as appropriate to the role. • 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** • 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. • Provide a high level of professional and clinical leadership. • Provide supervision and assist in the development of knowledge, skills and attitudes of staff and assigned students. • 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 assessment of student nurse proficiency in clinical nursing skills as part of their role as preceptor. • Engage in the HSE performance achievement process in conjunction with your Line Manager and staff as appropriate. **Personnel / Administrative** • Exercise authority in the running of the assigned area(s) as deputised by the CNM2. • Provide the necessary co-ordination and deployment of nursing and support staff in designated area(s) of responsibility, ensuring that skill mix takes account of fluctuating workloads and ensuring maximisation of available resources. • Assess and monitor trends through collection and analysis of activity and data and keeping CNM2 and Senior Nursing Management informed of changing work patterns, which may require increased resource allocation. • Collaborate with the CNM2 in preparing, implementing and evaluating budget and service plans for the clinical area. • Co-operate in managing all resources - including nursing and non-nursing staff within an agreed budget. • Promote a culture that values diversity and respect in the workplace.

	• Assist in maintaining the necessary clinical and administrative records and reporting arrangements / contribute to quality assurance by assisting in data collection. • Ensure that patient care equipment is maintained to an appropriate standard. • Ensure compliance with legal requirements, policies and procedures affecting service users, staff and other hospital matters. • Participate actively in the Nursing Management structure by 'acting up' when required. • 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 them from time to time and to contribute to the development of the post while in office.**
Eligibility Criteria **Qualifications and/ or experience**	1. Statutory Registration, Professional Qualifications, Experience, etc (a) Eligible applicants will be those who on the closing date for the competition: (i) Are registered in the relevant 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 3 years post registration fulltime experience (or an aggregate of 3 years post registration full time experience) of which 1 year post registration full time experience (or an aggregate of 1 years post registration full time experience) must be in the speciality or related area. **And** (iii) Have the clinical, managerial and administrative capacity to properly discharge the functions of the role. **And** (iv) Candidates must demonstrate evidence of Continuing Professional Development. **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.
Post Specific Requirements	Demonstrate depth and breadth of nursing experience in a Health and Social Care Model delivering nursing care to Service Users with increasing complexities, acuity and diversity in acute and community setting. Demonstrates leadership qualities such as effective communication, initiative, and the ability to support and motivate team members. Possesses knowledge of mental health legislation, policies, and frameworks relevant to Irish Mental Health Services, along with an understanding of clinical governance and risk management aligned with Mental Health Commission standards.

	Exhibits strong organizational skills, capable of prioritizing tasks, managing resources efficiently, and adapting to evolving service needs. Builds collaborative relationships with multidisciplinary teams, service users, families, and external agencies through excellent interpersonal skills. Committed to continuous professional development and staying current with best practices in mental health nursing.
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 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	*The candidate must demonstrate:* **Professional Knowledge and Experience** *For example:* • Demonstrate practitioner competence and professionalism. • Demonstrate an awareness of current and emerging nursing strategies and policy in relation to the clinical / designated area. • Demonstrate the ability to relate nursing research to nursing practice. • Demonstrate an awareness of HR policies and procedures, including disciplinary procedures. • Demonstrate an awareness of relevant legislation and policy e.g., health and safety, infection control etc. • Demonstrate a commitment to continuing professional development. • Demonstrate a willingness to develop IT skills relevant to the role. **Organisation and Management Skills** *For example:* • Demonstrate the ability to plan and organise effectively. • Demonstrate the ability to manage deadlines and effectively handle multiple tasks. • Demonstrate an awareness of resource management and the importance of value for money. • Demonstrates flexibility and adaptability in their approach to work. **Building and Maintaining Relationships *(including Team Skills and Leadership Potential)*** *For example:* • Demonstrate the ability to work on own initiative as well as part of a team. • Adopts a collaborative approach to patient care by co-ordination of care / interventions and interdisciplinary team working. • Demonstrate strong interpersonal skills including the ability to build and maintain relationships. Fosters good professional work relationships between colleagues. • Demonstrates the ability to lead on clinical practice. **Commitment to providing a Quality Service** *For example:*

	• Demonstrates a strong commitment to the delivery of quality service. • Display awareness and appreciation of the service user and the ability to empathise with and treat others with dignity and respect. • Demonstrates integrity and ethical stance. • Demonstrate motivation, initiative and an innovative approach to job and service developments, is flexible and open to change. **Analysis, Problem Solving and Decision-Making Skills** *For example:* • Demonstrates evidence-based decision-making, using sound analytical and problem-solving ability. • Shows sound professional judgement in decision-making. • Takes an overview of complex problems before generating solutions; anticipates implications/consequences of different solutions. • Uses a range of information sources and knows how to access relevant information to address issues. • Demonstrate resilience and composure in dealing with situations. **Communication Skills** *For example:* • Demonstrate strong communication skills - presents written information in a concise, accurate and structured manner. • Demonstrates the ability to influence others effectively. Anticipates and recognises the emotional reactions of others when delivering sensitive messages.
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 progressing 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. Read more about the HSE's commitment to Diversity, Equality and Inclusion

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 to be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards to 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. Read the CPSA Code of Practice.
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.	

Clinical Nurse Manager 1 Mental Health
Terms and Conditions of Employment

Tenure	The current vacancy available is permanent and whole 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 weekly working hours of attendance for your grade are 37.5 hours per week. Your normal weekly working hours are 37.5 hours. Contracted hours that are less than the standard weekly working hours for your grade will be paid pro rata to the full time equivalent.
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 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. All Mandated Persons under the Children First Act 2015, within the HSE, are appointed as Designated Officers under the Protections for Persons Reporting Child Abuse Act, 1998. Mandated Persons such as line managers, doctors, nurses, physiotherapists, occupational therapists, speech and language therapists, social workers, social care workers, and emergency technicians have additional responsibilities. You should check if you are a Mandated Person and be familiar with the related roles and legal responsibilities.

	Visit HSE Children First for further information, guidance and resources.
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 writing your site or service safety statement.
[2] Structures and processes for effective incident management and review of incidents.