

## **Brain Injury and Stroke Programmes Manager (Permanent- Full Time)**

**Applications are invited from suitably qualified persons for the above vacancy.**

### **Purpose of Position:**

Under the general supervision from the Deputy Chief Executive Officer, the Programme Manager will assume responsibility for day-to-day operational management of the interdisciplinary Brain Injury and Stroke Programmes.

### **The main duties and responsibilities of the programme manager, with and on behalf of the interdisciplinary team, will include:**

1. Ensure a close cooperative working relationship with the Medical Directors for the Brain Injury and Stroke Programmes to facilitate the effective, efficient and safe delivery of services.
2. Develop, monitor and evaluate programme specific policies and procedures.
3. Develop, monitor and report programme specific activity, quality, outcome and performance indicators /targets.
4. Plan and initiate various programme specific service developments and enhancements.
5. Develop and monitor programme specific budgets with the assistance of the Financial Controller and other relevant service managers.
6. Assume programmatic line manager duties and responsibilities for the administrative staff assigned to the programme.
7. Ensure compliance of the programme with relevant accreditation standards, H.S.E. standards, Health & Safety and other quality control guidelines and regulations
8. Liaise and work with all stakeholders including other Programme Managers and Heads of Services, all NRH staff, committees, service users, and the general public and external agencies.

### **Qualifications**

- Relevant 3rd level health or professional qualification, with masters or higher preferred.
- Qualification in a relevant clinical area (validated by the Department of Health / CORU) is desirable.
- Evidence of professional development post qualification is desirable.
- Further qualifications in business or health management is desirable.
- Substantial and relevant work experience may be considered in lieu of higher qualifications.

### **Experience**

- Greater than 5 years post qualification clinical or professional work experience within a health care setting, with experience in comprehensive rehabilitation setting preferred.
- At least 3 years of management or supervisory experience in the delivery of health or rehabilitation services, including line management of staff preferably in an interdisciplinary setting is desirable.
- Good clinical knowledge of issues related to rehabilitation and care of the individuals and their families/carers served by the programme and especially good knowledge of issues relating to rehabilitation and care of individuals with amputation and/or limb absence.
- Knowledge of other relevant important stakeholders and service providers related to care of the brain injury and stroke population is desirable
- Working knowledge and experience in design, implementation and control of various quality control and accreditation standards is desirable.

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*Informal enquiries to Ms. June Stanley, Deputy CEO by emailing: [June.Stanley@nrh.ie](mailto:June.Stanley@nrh.ie)*

***Due to the urgent requirement of this post interviews will take place week beginning Monday 5<sup>th</sup> December, 2022. This means that you may be called forward for interview at very short notice.***

### **Why Working at the National Rehabilitation University Hospital**

The NRH is a dynamic, multi-disciplinary, inclusive and friendly environment which offers an opportunity of working in a new world class, state of the Art Hospital Facility. The NRH is a University Teaching Hospital with onsite Academic and Research Centre. The NRH are committed to ensuring that all staff reach their full potential during their employment at the Hospital. and provides access to training, education and Continued Professional Development.

#### ***Some of the other benefits we offer as an Organisation includes:***

- On-site Free Car Parking
- Access to Public Transport
- Public Service Pension Scheme
- Staff Restaurant (subsidised) and Coffee Shop facilities on-site
- Flexible Working Arrangements
- Shorter Working Year Scheme
- Occupational Health Service
- Staff Support & Wellbeing Initiatives
- Savings Schemes
- Bike to Work Scheme
- Tax Saver Travel Scheme

**Applicants for the above post should submit a letter of application and Curriculum Vitae to arrive not later than 12:00 noon on Tuesday 29<sup>th</sup> November to Patrizia Cerruti, Human Resource Department or email [NRH.Recruitment@NRH.IE](mailto:NRH.Recruitment@NRH.IE).**

**Job descriptions are available on request Patrizia Cerruti or at [www.nrh.ie/careers](http://www.nrh.ie/careers).**

Shortlisting will be carried out on the basis of the information supplied in your CV. The criteria for Shortlisting are based on the requirements of the post as outlined above. Failure to include information regarding these requirements may result in you not being called forward for the next stage of the selection process.

*A panel for Permanent or Temporary Full time/ Part time Programme manager posts within the Clinical Programmes may be formed from those interviewed.*

***We are an Equal Opportunities Employer and support a smoke-free workplace policy.***