POSITION:
EXECUTIVE DIRECTOR,
FACULTY OF NURSING & MIDWIFERY

CLOSING DATE: 13th December 2013
1. Job Description

Job Title: Executive Director, Faculty of Nursing and Midwifery, RCSI

Reporting to: Dean of the Faculty of Nursing and Midwifery and the Faculty Board

Term of office: Five Years (renewable through standard competitive processes)

1.1. Background

The Faculty of Nursing and Midwifery at RCSI will celebrate its 40th year in 2014. Recognising its success, the challenges facing all healthcare professions in the delivery of rapidly evolving services, and in response to new legislation, the Faculty, in collaboration with the RCSI Senior Management Team, undertook a strategic review in 2013, to ensure our structures are fit for purpose to meet the education, training and professional development needs of today's nurses and midwives.

The outcome of this review has led to a renewed governance structure and a decision to invest in key leadership positions (1) the Professor and Head of School of Nursing and Midwifery, to develop degree awarding activities under a renewed School of Nursing and Midwifery and (2) the Executive Director of the Faculty of Nursing and Midwifery, to develop continuing professional development activities under a renewed Faculty of Nursing & Midwifery.

The School of Nursing and Midwifery will form an integral part of RCSI's Faculty of Medicine and Health Sciences and will work in collaboration with the Faculty of Nursing and Midwifery, at a time of unprecedented change in health service capability and resourcing, to develop a seamless education, training, research and professional development system, tailored to meet the needs of over 40,000 individuals employed in all grades of the nursing and midwifery profession by the Health Service Executive across Ireland.

RCSI hereby seeks applications for the senior position of Executive Director, Faculty of Nursing and Midwifery, RCSI.

1.2. Objective

The objective of this post is to drive the overall development, implementation and renewal of a strategy for the Faculty of Nursing & Midwifery. The Executive Director will work collaboratively on behalf of the Faculty Board to preserve the substantial heritage of the Faculty whilst cementing its place at the heart of emerging continuous professional development (CPD) requirements under the Nursing and Midwives Act, 2011. The successful candidate will shape the future professional role of the faculty within the professional competence landscape and develop the practice of Nursing and Midwifery in line with international best practice and evolving healthcare needs.

1.3. Profile

The Executive Director will have led and managed an organisation with a significant staff base in the past. Proven experience in strategy development and operational delivery in a major, complex multi-stakeholder environment (including accommodating multiple layers of accountability) and proven experience of influencing senior levels in a relevant field is essential. An overview the duties of the Executive Director are listed below:

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• Acting as Executive Director to the Faculty Board and ensuring its accountability for delivering on key milestones and targets in the establishment of a professional competence and development of the nursing and midwifery profession;
• Maintaining buy-in across all key stakeholder groups to the development and implementation of a CPD system;
• Collaborating with the Head of the School of Nursing and Midwifery, on any aspects which require dual input, including transition of educational programmes and supporting systems from the Faculty to the School of Nursing and Midwifery;
• Developing a system that facilitates reflection, recording and reporting on CPD engagement and meets the regulators needs in terms of continued registration procedures;
• Communicating requirements for engagement in CPD across the profession;
• Maintaining systems and support to facilitate engagement in CPD;
• Overseeing a system of accreditation of CPD providers and provision to assure quality of activities;
• Maintaining robust portfolio and practice review systems to assure the competency of practitioners;
• Working with appropriate contacts, identify and pursue opportunities around advancing the clinical practice of nursing and midwifery and implementing recommendations as required;
• Developing and maintaining a programme of CPD activities that facilitates the maintenance and development of competencies in line with a defined competency framework and the identified needs of the profession and national policy direction. This programme must also reflect the requirements for evolved roles and services within the profession;
• Developing and promoting the Fellowship of Nursing and Midwifery RCSI and linking with CPD programmes;
• Representing the best interests of the Faculty and RCSI at all times;
• Performing such other duties as may be required from time to time within the Faculty;

1.4. Specific Accountabilities include:
• Providing leadership and direction in the delivery and development of the Faculty;
• Responsible for tendering for opportunities across the professional competence spectrum nationally and internationally;
• Responsible for meeting the objectives and targets set by the Faculty Board;
• Responsible for developing the practice of nursing & midwifery in line with international best practice and the required inputs in implementation of HSE Quality and Clinical Care Directorate programmes;
• Responsible for marketing and stakeholder engagement in line with a wider Faculty plan to underpin the role of Faculty as the CPD provider of choice;
• Responsible for delivering on relevant objectives as set out by the relevant stakeholder bodies;
• Responsible for overseeing a systematic approach to identification of continuing professional development needs of professionals working across all settings;
• Responsible for establishing an approach to accreditation of CPD providers and provision that ensures quality and recognition of all CPD activities undertaken;
• Responsible for establishing and maintaining an effective CPD portfolio system and practice review process;
• Sufficient infrastructure to ensure that all practitioners are supported in engagement in CPD with remediation systems in place where required;
• Responsible for putting in place reporting structures and support infrastructure to identify and meet the needs of policy makers in different practice settings.

1.5. Key Relationships:
• Must maintain engagement with all key stakeholders with an interest in the development of the profession and ensure on-going trust, confidence and commitment from their respective cohorts;
● Working closely with the Nursing and Midwifery Board of Ireland (NMBI) to meet objectives around development and delivery of CPD systems and development of practice;

● Working closely with the HSE to facilitate and support the implementation of evidence-based, protocol driven, integrated clinical and therapeutic care, with a focus on optimising patient outcomes and meeting key safety, quality and cost effectiveness objectives;

● Reporting to the Dean and Faculty Board on delivery of strategic plan and associated business and action plans;

● Direct employee of the Faculty Board to ensure strong and accountable management and organisational structure underpins the delivery of the CPD system and development of practice;

● Line management of the relevant faculty staff to ensure delivery of the remit of this role;

● Strong relationship with the profession, including practitioners working in different settings;

● Required to perform a leadership role in managing the profession through a period of significant change;

1.6. Person Specification:

Essential

● Experience in developing strategic and operational plans, and translating these into annual objectives targets and milestones for delivery;

● Experience in the management of budgets and financial planning;

● Expertise in commissioning and procurement processes;

● Vision for development of the profession and ability to work at a strategic level;

● Consultation and negotiation expertise;

● Senior level drafting, briefing and communication skills;

● Leader with track record of delivery;

● Managing and delivering change;

● Providing purpose and direction;

● Improving organisational performance;

● Building constructive working relationships;

● Engaging effectively with stakeholders;

● High level communication skills;

● Person of international reputation for extensive expertise in a relevant field, demonstrated through academic achievement (Masters level or higher) or from standing as a result of previous roles, responsibilities and performance;

Desirable

● Expertise in CPD portfolio and practice review systems (desirable);

● While previous involvement in the profession is not required, a broad understanding of the wider healthcare and higher education sectors either in Ireland or internationally would be advantageous;

● Knowledge of CPD in an equivalent profession and its relationship to patient outcomes would also be advantageous;
1.7. The Process:

Interview and presentation

Shortlisted candidates will be invited for a formal competence-based interview at our main campus in RCSI Dublin.

1.8. Particulars of Post

The post will have an initial term of office of five years, which will be filled on a full-time basis. The appointee to the post reports to the Dean, Faculty of Nursing and Midwifery and Faculty Board. The financial package must primarily be driven by securing the right person and putting in place a financial reward package that can ensure acceptance of the offer. The pay structure will be in line with that adopted within the Department of Health and Children and HSE and also be directly linked to performance and achievement of delivery milestones in the development of the CPD system.

Informal enquiries can be made through Mr. Gary Brady, Human Resources Department on +353 (1) 4022341 (email: garybrady@rcsi.ie)

2. Application Process:

- Current curriculum vitae/resume which should include: full name, address, telephone number and email address;
- Name, position, professional relationship to the candidate and telephone / email contact details of three referees;
- Details of education, professional training and qualifications;
- Employment history, including present position and details of relevant professional, consulting or industry experience;

Please note that applications finish at 5.00 pm on the closing date.

All applications should be submitted to: recruitment@rcsi.ie

Closing Date for Applications: 13th December 2013

*Shortlisted candidates must be available to attend first round interviews on the RCSI Campus in January 2014
3. Governance Structure

RCSI is governed by a Council. It is an independent degree-awarding institution, a surgical Royal College and Professional Training Body - two high-level boards govern these domains of activity in parallel (as depicted below):

- The Medicine & Health Sciences Board (MHSB) is the governing body responsible for all degree-awarding educational activities of RCSI;
- The Surgery & Postgraduate Faculties Board (SPFB) is the governing body responsible for the postgraduate training, competence assurance and professional examination activities of RCSI;

RCSI is led by a Senior Management Team, chaired by the Chief Executive Officer and comprises of the Dean, Faculty of Medicine and Health Sciences, Director of Surgical Affairs, Director of Research, Director of Finance, Director of Corporate Strategy and Director of Human Resources. Operational management is conducted through a series of management meetings and working groups.

4. The Faculty of Nursing & Midwifery at RCSI Dublin

The RCSI Faculty of Nursing & Midwifery was established in 1974 and is the longest serving provider of postgraduate nursing and midwifery education in Ireland. The Faculty has been at the forefront of professional education in Ireland for over 30 years, and many of its graduates hold strategic positions in the health service. The Fellowship of the Faculty of Nursing & Midwifery RCSI (FFNMRCSI) is exclusively offered by the RCSI and is one of the most prestigious professional qualifications awarded to nurses and midwives in Ireland. The Annual International Nursing & Midwifery Research & Education Conference, is the longest running annual research conference in Europe and will enter its 33rd year in 2014,
attracting over 150 delegates and speakers from North America, the United Kingdom, Europe, the Middle East and Ireland and represents an exciting opportunity for nurses and midwives to come together to discuss the very latest evidence based practice and new research.

The School of Nursing was established in 2001 to develop undergraduate nursing and midwifery education. A wide range of nursing and midwifery education programmes such as BSc, Post Graduate Diploma, MSc, and PhD are offered at RCSI. Educational partnerships have been established with a number of large hospitals and health service agencies for the development and delivery of modules of clinical education. All awards are mapped to the National Framework of Qualifications and accredited by RCSI, the National University of Ireland and the Nursing and Midwifery Board of Ireland (NMBI).

Nursing and Midwifery education at RCSI has heretofore been governed through the Faculty of Nursing and Midwifery Board as well as through the Medicine & Health Sciences Board. Following a strategic review in 2013, the School and Faculty of Nursing and Midwifery will be separated, to reflect best practice and to remove potential for ambiguity in response to changes in legislation. With effect from 1st September 2014, the School of Nursing and Midwifery will be responsible for programmes mapped to the National Framework of Qualifications and will be accountable to the Medicine & Health Sciences Board of the Faculty of Medicine & Health Sciences. The Faculty of Nursing and Midwifery will remain at the forefront of postgraduate professional development in Ireland and will be accountable to the Surgery & Postgraduate Faculties Board (see figure 1 above).

4.1. Role of the Faculty of Nursing & Midwifery 2014

The Executive Director, Faculty of Nursing and Midwifery, will drive the overall development, implementation and renewal of a strategy for the Faculty of Nursing & Midwifery, based in our main campus in St. Stephens Green, Dublin. The strategy will embrace six domains of development:

1. Continuous Professional Development – maintaining knowledge and skills for the purposes of professional registration;
2. Return to Practice – up-skilling in preparation for return to work or change in sub-speciality area;
3. Fitness to Practice – disciplinary or remedial training;
4. Adaptation Programmes – enabling non-EU or international nurses to be compliant for registration in Ireland;
5. Develop relationships with and support mechanisms for nurses and midwives in advanced and expanding roles;
6. Promote the Fellowship of the Faculty of Nursing and Midwifery.

The Faculty of Nursing and Midwifery will work collaboratively on behalf of the Faculty Board to preserve the substantial heritage of the Faculty whilst cementing its place at the heart of emerging continuous professional development (CPD) requirements under the Nursing and Midwives Act, 2011. The Executive Director will shape the future professional role of the faculty within the professional competence landscape and develop the practice of Nursing and Midwifery in line with international best practice and evolving healthcare needs.

The RCSI Faculty of Nursing and Midwifery will offer a renewed Fellowship attracting new members to an esteemed institution and continue to host and further promote the Annual International Nursing & Midwifery Research & Education Conference with the aim of becoming ‘best in class’. A key performance indicator will be the achievement of iterative increases in registrations. In common with other college faculties, the Faculty of Nursing and Midwifery will continue to be self-funding through professional activities. The Faculty is governed by a voluntary Board with representatives from a range of nursing and midwifery professionals.
of hospitals and bodies (e.g. Nursing & Midwifery Board of Ireland) and reports to the Surgery & Postgraduate Faculties Board in the overall context of RCSI.

4.2. Role of the School of Nursing & Midwifery 2014

The Professor and Head of School of Nursing and Midwifery will drive the School of Nursing and Midwifery, based in our main campus in St. Stephens Green, Dublin, into a new era of educational development. Across all healthcare settings, nursing and midwifery is the single largest health science profession in Ireland. There are currently over 40,000\(^2\) nurse and midwife professionals employed in the Irish healthcare system in 2013. The School of Nursing and Midwifery will develop core programmes and flexible delivery models to meet the educational demands of all grades of nursing and midwifery professionals. Programmes will evolve to reflect international best practice and to respond to rapidly changing education and healthcare environments. The School of Nursing and Midwifery will support RCSI’s international campuses and the execution of the RCSI Strategic plan, through delivering excellence and in turn contribute to the continuing evolution of a top class international institution, based in Dublin. The School of Nursing and Midwifery will be operationally and financially accountable to the Medicine & Health Sciences Board.