

 **Post: Clinical Director, Medical Directorate**

 **Location: Saolta University Health Care Group**

 **Ref: Expression of Interest**

 **Informal enquiries to:**

 Prof. Pat Nash, Chief Clinical Director, Saolta University Health Care Group

 Tel: 091 893332

 Email: patrick.nash@hse.ie

 **Completed Expression of Interest Form should be returned to:**

Sandra Callinan,

 Medical Manpower Department,

 Saolta University Health Care Group,

 Geata an Eolais.

 Galway University Hospital,

 University Road Newcastle, Galway, H91 YR71

 Tel: 091 548477 (Ext 8477)

 Email: sandram.callinan@hse.ie

**The latest date for receipt of completed expression of interest is 5.00p.m. Monday 23rd May 2022**

**ALL SECTIONS TO BE COMPLETED IN FULL**

Applicant Details:

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| --- | --- |
| Position Applied for: | **Clinical Director, Medical Directorate, Saolta University Health Care Group**  |
| Position Reference No.: |  |
|  |  |
| Candidate Reference No *(office use only)* |  |
| **Personal Details:** |  |
| First name : |  |
|  |  |
| Last Name: |  |
|  |  |
| Address for correspondence: |
|  |  |

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| --- | --- |
| **MOBILE TELEPHONE *(mandatory)***: |  |
|  |  |
| Contact Tel No. 2: |  |
| **E-mail Address** ***(mandatory)***:***(You may provide more than one)*** |  |
| **PPS Number** ***(mandatory)***: |  |
| **Personnel No:** |  |

|  |  |
| --- | --- |
| Medical Council Registration Number: |  |

|  |  |
| --- | --- |
| Drivers Licence *(please state type & category):* |  |
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### DETAILED CAREER HISTORY – list most recent first

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| --- | --- | --- | --- | --- |
| **From (00/00/****0000)**  | **To****(00/00/****0000)** | **Employer**  | **Title of Post**  | **Main Roles and Responsibilities**  |
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**ADDITIONAL EDUCATIONAL ACHIEVEMENTS**

**Please include third level educational achievements:**

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| --- | --- | --- | --- | --- |
| **Full Title of Degree(s)/****Qualification(s) held** | **Date obtained** | **Subject(s) taken in final exam** | **Grade Obtained** | **University, College or Examining Authority** |
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**In the spaces below, briefly describe what you consider to be a good example of demonstrating your ability in each of the skill areas 1-6. A summary definition of each of skill areas is provided for your information.**

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| 1. **Leadership & Direction**

It is important that the Clinical Director, Medical Directorate, Saolta University Health Care Group demonstrates the ability to adapt a corporate overview; sees the bigger picture of service delivery and appreciates the interconnectedness of issues. He/She looks ahead and anticipates substantive issues. He/She adopts a proactive forward-planning approach to service delivery in consultation with relevant stakeholders. *In the space below, please give an example of a situation where you best demonstrated your ability in this area* |
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| **2 . Operational Excellence**The Clinical Director, Medical Directorate, Saolta University Health Care Group must have the ability to ensure the achievements of medium and long term goals while also managing short term goals and priorities. He/She must have proven ability to organise at a strategic and operational level the necessary people and other resources across a complex network of services so that quality standard objectives can be met within challenging timescales. He/she must be innovative and display perseverance even in the face of adversity.*In the space below, please give an example of a situation where you best demonstrated your ability in this area.* |
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| 1. **Managing in a Complex Environment**

The Clinical Director, Medical Directorate, Saolta University Health Care Group must possess the interpersonal skills to facilitate working effectively in multi-disciplinary teams and can work to establish mutual understanding and commonality of purpose with others to ensure effective outcomes. He/She must be able to work effectively across several different service delivery units to incorporate diverse multi-care group requirements into a comprehensive integrated plan. He/She must be capable of setting high standards, by example, for management team and staff, motivating and enthusing staff and building team commitment to organisational goals and challenging tasks including leading and managing change.*In the space below, please give an example of a situation where you best demonstrated your ability in this area.* |
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|  **4. Critical Analysis and Decision Making**An effective Clinical Director, Medical Directorate, Saolta University Health Care Group will need to be able to make informed and accurate decisions based on complex information. He/She must have the ability to evaluate options, incorporate disparate views and make balanced and timely decisions. *In the space below, please give an example of a situation where you best demonstrated your ability in this area.* |
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|  **5. Working with and Through Others**The Clinical Director, Medical Directorate, Saolta University Health Care Group is adept at motivating other stakeholders, building key relationships, developing networks and influencing key decision-makers. *In the space below, please give an example of a situation where you best demonstrated your ability in this area.* |
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| 1. **Communication and Influencing Skills.** An effective Clinical Director, Medical Directorate makes a compelling case to positively influence the thinking of others and is strategic in how he/she goes about influencing others.

 *In the space below, please give an example of a situation where you best demonstrated your ability in this area* |
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### References:

Please give **three** referees (including your current employer). Please ensure that the referees you provide are from a clinical perspective. We retain the right to contact all previous employers. Do you wish us to contact you prior to contacting your referees?

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| Yes: |  | No:  |  |

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| **1. Name and Job Title of Referee:** |  |
| Professional Relationship to candidate: |  |
| Postal Address: |  |
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| Telephone Contact Details: | Mobile: | Landline: |
|  |
| Email Address:  |  |

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| **2. Name and Job Title of Referee:** |  |
| Professional Relationship to candidate: |  |
| Postal Address: |  |
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| Telephone Contact Details: | Mobile: | Landline: |
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| Email Address:  |  |
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| **3. Name and Job Title of Referee:** |  |
| Professional Relationship to candidate: |  |
| Postal Address: |  |
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| Telephone Contact Details: | Mobile: | Landline: |
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| Email Address:  |  |

**Candidate Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Candidate Reference No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**General Declaration**

It is important that you read this Declaration carefully and then sign it in the space below.

**Part 1:** Obligations Placed on Candidates who participate in The Recruitment Process.

The Public Services Management (Recruitment and Selection) Act 2004 makes very specific provisions in relation to the responsibilities placed on candidates who participate in recruitment campaigns and these are detailed in Section 4 of the Code of Practice issued under the Act.

These obligations are as follows:

Any canvassing by or on behalf of candidates shall result in disqualification and exclusion from the recruitment process. Candidates shall not:

* knowingly or recklessly make a false or a misleading application
* knowingly or recklessly provide false information or documentation
* canvass any person with or without inducements
* impersonate a candidate at any stage of the process
* knowingly or maliciously obstruct or interfere with the recruitment process
* knowingly and without lawful authority take any action that could result in the compromising of any test material or of any evaluation of it
* interfere with or compromise the process in any way

Any person who contravenes the above provisions, or who assists another person in contravening the above provisions, shall be guilty of an offence.

It is the policy of the HSE to report any such above contraventions to An Garda Siochana.

In addition, where a person found guilty of an offence was or is a candidate at a recruitment / selection process, then, in accordance with the Public Services Management (Recruitment and Selection) Act 2004:

* where he / she has not been appointed to a post, he / shall be disqualified as a candidate; and
* where he / she has been appointed as a result of that process, he / she shall forfeit that appointment

**Part 2**

**Declaration:** “I declare that to the best of my knowledge and belief there is nothing in relation to my conduct, character or personal background of any nature that would adversely affect the position of trust in which I would be placed by virtue of my appointment to this position. I hereby confirm my irrevocable consent to the Health Service Executive to the making of such enquiries, as the Health Service Executive deems necessary in respect of my suitability for the post in respect of which this application is made.

I hereby accept and confirm the entitlement of the Health Service Executive to reject my application or terminate my employment (in the event of a contract of employment having been entered into) if I have omitted to furnish the Health Service Executive with any information relevant to my application or to my continued employment with the Health Service Executive or where I have made any false statement or misrepresentation relevant to this application or my continuing employment with the Health Service

Executive.

Furthermore, I hereby declare that all the particulars furnished in connection with this application are true, and that I am aware of the qualifications and particulars for this position. I understand that I may be required to submit documentary evidence in support of any particulars given by me on my Application Form. I understand that any false or misleading information submitted by me will render me liable to automatic disqualification or render me liable to dismissal, if employed.”

Failure to sign application will render it invalid[[1]](#footnote-1).

**Signed:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*(Name of Applicant)* **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. If you are submitting your application form via email we will accept the application form unsigned but you will be required to sign the Declaration at interview should you be invited to one. [↑](#footnote-ref-1)