Candidate Campaign Information Pack
Senior Psychologist- Dublin South City.

Dear Candidate,

Thank you for your interest in the post of – Senior Psychologist Dublin South City.

This Candidate Pack includes the following information:

- Full and detailed Job Specification and important dates to note.
- Recruitment Process detail and important dates to note.
- Candidate General Declaration

Please ensure that you read this Campaign Information Pack in detail and that you fully understand the process. Candidate Information Pack - Recruitment Process

For any informal enquiries regarding the position and job specification please contact:
Therese Murphy- therese.murphy1@tusla.ie / 087 2241528.

Should you have any specific queries in relation to the recruitment process please contact the Tusla Recruitment team via: recruitDML@tusla.ie or **Tusla Recruit Campaign Manager:** Aimee Power- aimee.power@tusla.ie / 087 603 4820.

Kind Regards,
Tusla Recruitment Team

An Ghníomhaireacht um Leanaí agus an Teaghlach
Child and Family Agency

Job Specification

Job Title, Grade and Grade Code	Senior Psychologist Dublin South City Grade Code: 367Y
Campaign Reference Approval Code	TCDML20261676
Applications considered Via	Tusla Recruit Portal only
Opening date for Applications	Thursday 19th November 2026.
Closing Date for Applications	12 noon, Monday 7th December 2026.
Proposed Interview date(s)	December / January. - *may be subject to change based on volume of candidates and availability of Service resources.*
Contact for Informal Enquiries	**Therese Murphy- therese.murphy1@tusla.ie / 087 2241528.** *Making an **informal enquiry** gives you the opportunity to ask questions about the campaign and job specification. This informal enquiry contact is available only for the duration of the application process.*
Location of Post	The current vacancy is in Lord Edward Street. However, the initial assignment will be confirmed upon appointment. A panel may be created for the purpose of filling current vacancies. Once vacancies are appointed the panel will cease. For Tusla Regions & Networks please check the following link: https://www.tusla.ie/get-in-touch/local-area-offices/
Details of Service	The Child and Family Agency was established on 1st January 2014 and is responsible for a range of statutory functions including provision of child protection, alternative care, specified regulatory services and a range of family support services. The Agency has commenced a major improvement programme with significant focus on Practice, Culture and Structure. The Agency currently has responsibility for a budget of circa €1.2billion and delivers its services through over 5,500 people in 259 locations across the Country.

	The Child and Family Agency has responsibility for the following range of services: • Child Protection and Welfare • Parenting, Family Support and Early Help Services • Alternative Care • Birth Information & Tracing and Adoption • Tusla Education Support Services (TESS) • Children's Service Regulation • Counselling and Therapeutic Supports Further information is available on www.tusla.ie
Purpose of Role	The staff appointed to these roles will be assigned to work with children in care in a specified TUSLA area, working as part of multi-disciplinary team(s) delivering a co-ordinated service to children, young people and their families. The post holder will work collaboratively with a variety of services to assess and understand the therapeutic needs of young people and their families in the care of Tulsa and respond with interventions that are timely, proportionate, needs led, evidence based and in partnership with the young people and their families. Other key stakeholders could include An Gardai Siochana HSE primary care, Disability services, CAMHS, Schools, PHN's, GP's, Adult mental health, substance misuse services and other community and voluntary organisations. The senior psychologist will be responsible for the delivery of the psychological interventions in line with Tusla policies and within established professional guidance, standards and policy. The role of psychology in TUSLA is based on the scientific evidence of the impact of accumulated Adverse Childhood Experiences (ACEs) on emotional stability, mental health and daily self-care and living skills immediately, and for the rest of the children's lives. Family disruption and break down, exposure to violence and subjection to abuse are major traumatic events meriting psychological assessments, supports and interventions. These are aimed to alleviate immediate suffering at family crisis points, (re-)stabilise positive developmental pathways in the re-settling periods and provide restorative therapy when an equilibrium has been re-established. The target group of TUSLA psychology services are children and young people whose safety in their family of origin was compromised to such an extent that alternative care had to be implemented. Training, consultation and support for current carers, guardians and support care staff are included as vital parts of the internal TUSLA psychology services. Internal TUSLA psychology services are specific to the issues directly linked to jeopardising a child's place in his/her family (e.g. sexual abuse and offending, exposure to violence) and to the ramifications of in-care experiences (loyalty conflicts between family of origin and care family, being subject to court decisions, stigma of not living with one's family etc.). In providing for a holistic, all- encompassing service and for provision and smooth transition into aftercare/adulthood, close co-operation with other health care providers in primary care, mental health and disability is of paramount importance. The TUSLA psychology

	service takes the role of an essential secondary service provider in the care pyramid with referral protocols up and down to specialised services of mental health/disability and generic services of primary care.
Reporting Relationship	Your professional reporting relationship will be to the Principal Social Worker. Clinical supervision will be provided by an appropriate supervisor.
Duties and Responsibilities	**Main Duties and Responsibilities** **<u>Research & Evaluation</u>** • Utilise evidence-based literature and research to support effective practice • Undertake project management including audit and service evaluation with colleagues within the service to help develop service provision. • Participate in evaluation of all clinical activity within the post and provide such information as required by the Principal Social Worker for the purpose of service monitoring and evaluation. • Undertake appropriate research and provide research advice as appropriate. • Publish research outcomes in professionally recognised journals and share information on outcomes at professional conferences where appropriate. • Represent a professional viewpoint in relation to nationally accepted good practice and to ensure a high level of ethical standards and professional conduct. • Contribute to developments and innovative practice in psychology within Tusla. • Conduct all research activity under the guidance of Tulsa's national research office. **<u>Education & Training</u>** • Attend mandatory training programmes • Be informed of advances in professional knowledge and practice. • Keep abreast of best practice as outlined by the Psychological Society of Ireland • Participate in continuous professional development initiatives and ensure compliance with statutory registration requirements when required. • In collaboration with the Senior / Principal Psychologist and Principal Social Worker attend training courses as informed by service requirements and career and personal development planning • Attend and engage in clinical and line management supervision effectively and in a reflective capacity. • Support the education of those in post graduate professional psychology training • Participate in the learning and practice education of students on placement from the MDT team. • Provide trainings as warranted. **<u>Management</u>** The Senior Psychologist will: • Provide clinical supervision to assigned staff as appropriate. • Identify staff training and development needs through the completion of personal development plans with staff, reporting needs to work force learning and

development and in consultation with the wider Tusla therapy MDT, social work, and other managers.

- Manage and co-ordinate service delivery in their area of responsibility.
- Assign duties and responsibilities as appropriate to ensure effective service delivery.
- Ensure the maintenance of a high standard of appropriate service user records and statistics in accordance with Tusla requirements and local guidelines, Freedom of Information Acts, Data Protection Acts, GDPR and other relevant legislation.
- Act as a person mandated under Schedule 2 of the Children First Act 2015.
- Provide service reports / data as required by the Regional Therapy Manager or Principal Social Worker
- Maintain accurate up to date records and files and submit activity data as required.
- Write accurate, clear, concise and purposeful reports.
- Contribute to service developments by monitoring and evaluating emerging needs and trends in consultation with team members, the Regional Therapy Manager or Principal Social Worker
- Collaborate with the Regional Therapy Manager and Principal Social Worker in developing the role of the Senior Grade Psychologist and the service e.g. through planning, audit, production of standards, continuing education, quality improvement initiatives and research.
- Be responsible for the co-ordination and delivery of service in designated area(s).
- Ensure good working practice and adherence to standards of best practice.
- Promote quality by reviewing and evaluating the Psychology service, identifying changing needs and opportunities to improve services.
- Represent the department / profession / team at meetings and conferences as appropriate.
- Participate in the control and ordering of clinical equipment.
- Engage in technological developments as they apply to the service user and service administration.
- Contribute to the development and implementation of information sharing protocols, audit systems, referral pathways and integrated care arrangements.
- Contribute to policy development, performance monitoring, business / service planning and budgetary control in conjunction with Regional Therapy Manager and Principal Social Worker and relevant others.
- Keep abreast of developments in national policies and strategies and international best practice.
- Maintain an awareness of HR policies and procedures / engage in recruitment processes and other HR functions as required.
- Assist in ensuring that the psychological service makes the most efficient and effective use of developments in IT.
- Maintain professional standards with regard to service user and data confidentiality.
- Keep up to date with organisational developments within Tusla.

Administrative

- Maintain appropriate records, databases and statistics in accordance with Tusla

	requirements and local guidelines, Freedom of Information Act, Data Protection Acts GDPR and other relevant legislation. • Maintain professional standards with regard to records of children, young people and their families and maintain data confidentiality. • Actively participate in development and continuing improvement initiatives of psychological services in liaison with the Principal Psychologist and relevant others including your MDT colleagues, Regional Therapy Manager and Social Work Management. • Contribute to policy development, performance monitoring, business proposals, service planning and budgetary control in conjunction with t Principal Psychologist and Principal Social Worker and the Regional Therapy manager. • Contribute to the development and implementation of information sharing protocols, audit systems, referral pathways and integrated care arrangements. • Assist in ensuring that the psychology service makes the most efficient and effective use of developments in Information and Communications Technology • Keep up to date with organisational developments within the Tusla and the wider public sector. • Staff will work within the values and principles as outlined in the national framework of Signs of Safety. • 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, regulations regarding foster care and residential care etc and comply with associated Tusla protocols for implementing and maintaining these standards as appropriate to the role. • 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 Child Protection teams. **Health & Safety** • Comply with and contribute to the development of policies, procedures, guidelines and safe professional practice and adhere to relevant legislation, regulations and standards. • Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the service for example National Standards for Child Protection and Care and comply with associated Tusla – Child and Family Agency protocols for implementing and maintaining these standards as appropriate to the role. • To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service. **The above Job Description 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	**Applicants must by the closing date of application have the following:** • A recognised University QQI Level 8 degree (or equivalent) obtained with first- or second-class honours in which psychology was taken as a major subject and honours obtained in that subject. **And** • A recognised postgraduate professional psychological qualification in Clinical, Counselling or Educational Psychology, as appropriate to the area of professional psychology in which the position is designated and accredited by the Psychological Society of Ireland. **Or** • Qualification(s) from another jurisdiction confirmed by the Department of Health to be equivalent to the above. **And** • Have at least five years satisfactory post graduate clinical experience, inclusive of any time spent pursuing a course leading to the postgraduate qualification and including at least two years full-time satisfactory experience as a staff grade psychologist (or at a more senior grade with a psychologist title) in the area of professional psychology in which the position is designated. **And** • Possess the requisite knowledge and ability (including a high standard of suitability and management ability) for the proper discharge of the duties of the office. **Health** A candidate 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. **Character** Each candidate for and any person holding the office must be of good character.
Skills, competencies and/or knowledge	**Tusla Leadership Competency Framework** The Tusla Leadership Competency Framework describes the behaviours that are key to Tusla colleagues being effective in the execution of their role at all levels within the Agency. The competencies and associated behavioural descriptors, capture the transversal knowledge, skills, abilities and other characteristics that will enable colleagues, regardless of role or rank, to be effective in their work. The Tusla Leader Framework relevant for this role is **Leading Others** Please access this **Leading Others** link to fully familiarise yourself with the impact of this Leading Others proficiency for Tusla. **The Competency of Professional Knowledge is specifically linked to the duties, responsibilities and criteria for this role.**

Other requirements of the role	• The post holder will require access to appropriate transport as the post may involve travel. • Have awareness of children and young people's participatory practice
Application Process **Campaign Specific Selection Process** **Shortlisting / Interview**	The online application system has a time out facility, this is in order to protect the privacy of the user. This time out facility activates if the application has been 'dormant' for over 60 minutes. Any work not saved will be lost if the system times out due to lack of activity. As such please ensure to save your application as you work on it, any lost data cannot be recovered. It might be an idea for candidates to work on their applications outside of the system and copy and paste their answers into the online application forms once they are fully complete and submit then. Once your application is fully submitted you will receive a confirmation email to your profile. If you do not receive this email, your application HAS NOT been submitted and received and you should log back on to submit fully. AI generated content must not be used in your application. Tusla reserves the right to assess if content in applications is likely created by AI in part or in whole. Use of AI may result in disqualification and exclusion from the recruitment process. Short listing may be carried out on the basis of information supplied in your application. The criteria for short listing 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 shortlisting stage of this process (where applied) will be called forward to interview. Please ensure that you read this Campaign Information Pack in detail and that you fully understand the process. Candidate Information Pack - Recruitment Process
Code of Practice	The Recruitment Service Child and Family Agency will run this campaign 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. Codes of practice are published by the CPSA and are available on www.cpsa.ie. Tusla Child and Family Agency is an Equal Opportunities Employer. Tusla Child and Family Agency recognises its responsibilities under the Data Protection Acts 2003 - 2018 and the Freedom of Information Act 2014
The Integrated Reform Programme is a significant initiative being undertaken by Tusla to improve the way in which	

we deliver our services to children and families.

Tusla has designed a consistent regional structure to ensure this equitable provision of services and as part of this design Tusla is moving from 17 areas to 30 networks. The initial assignment will be to Dublin Mid Leinster Region. It is important to note that this is an initial assignment and maybe subject to change in line with the Integrated reform process. The Integrated Reform Programme may also impact on duties of this role as structures change, and you will be notified of same as the programme progresses as appropriate to this role.

This job description 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.

Tusla values individual's rights and freedoms in respect of privacy and fully complies with the requirements of the Data Protection Act 2018.

All roles within Tusla carry responsibility towards the protection of personal and sensitive data.

Tenure	The current vacancy available is permanent and whole time. The post is pensionable. A panel may be created for the purpose of filling this position. Once the position is appointed the panel will cease. Appointment as an employee of the Child & Family Agency is governed by the Child and Family Agency Act, 2013 and the Public Service Management (Recruitment and Appointments) Act 2004.
Remuneration	The Salary scale for the whole time equivalent of this post is: **01/06/2026:** €100,483, €102,871, €105,279, €107,674, €110,050, €110,963, €114,536, **€118,111 LSIs** LSIs (Long Service Increments) are represented by emboldened figures. 1st LSI is paid after 3 years on the max, the 2nd LSI after 3 years on LSI1, and the 3rd LSI after 3 years on the 2nd LSI (where applicable). The appointee shall commence on the first point of the salary scale. Incremental credit may be given on appointment for certain types of relevant experience- more information available in Appendix 5. Candidate Information Pack - Recruitment Process Candidates should note that entry will be at the minimum point of the scale and will not be subject to negotiation, and the rate of remuneration may be adjusted from time to time in line with Government pay policy.

	Different terms and conditions may apply if the appointee is currently a serving civil or public servant.
Working Week	The standard working week applying to the whole time equivalent of this post is: 35 hours.
Annual Leave	The annual leave associated with the whole time equivalent of this post is 30 days per annum.
Superannuation	This is a pensionable position with Tusla. 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.
Probation	A probation period of 39 weeks, or proportion of same for fixed term /specified purpose contracts, where applicable shall apply from the commencement of employment, during which the contract may be terminated by either party in accordance with this contract. The probationary period may be extended at the discretion of management by a further 9 weeks or proportion of same for fixed term/specified purpose contracts, where applicable. Confirmation of appointment as a permanent member of staff is subject to the successful completion of the probationary period, for permanent contracts. Where you have already completed a probationary period with the Child and Family Agency, Health Service Executive, Local Authority, and there is no break in service, no period of probation applies.
Responsibilities under Children First National Guidance for the Protection and Welfare of Children (2017)	The safety and welfare of children and young people is a key priority for Tusla – Child and Family Agency. All employees of Tusla are required to be vigilant to any concerns regarding the protection and welfare of children and to bring them to the attention of the Tusla Designated Person in a timely manner, in keeping with the Tusla – Child and Family Agency Child Protection policies.
National Standards for Children and Family Services	Employees must have a working knowledge of HIQA Standards (https://www.hiqa.ie/areas-we-work/childrens-services) and / or the Adoption Authority of Ireland Standards as they apply to the role. All Employees must be aware of their responsibilities under Children First National Guidance for the Protection and Welfare of Children (2017)
Ethics in Public Office 1995 and 2001 **Positions remunerated at or above the minimum point of the Grade VIII salary scale** **NOTE** **THIS SECTION REFERS TO POSTS AT €82,258 PLUS**	Positions remunerated at or above the minimum point of the Grade VIII salary scale are designated positions under Section 18 of the Ethics in Public Office Act 1995. Any person appointed to a designated position must comply with the requirements of the Ethics in Public Office Acts 1995 and 2001 as outlined below. A) In accordance with Section 18 of the Ethics in Public Office Act 1995, a person holding such a post is required to prepare and furnish an annual statement of any interests which could materially influence the performance of the official functions of the post. This annual statement of interest should be submitted to the Chief Executive not later than 31st January in the following year. B) In addition to the annual statement, a person holding such a post is required, whenever they are performing a function as an employee of Tusla and have actual knowledge, or a

	connected person, has a material interest in a matter to which the function relates, provide at the time a statement of the facts of that interest. A person holding such a post should provide such statement to the Chief Executive. The function in question cannot be performed unless there are compelling reasons to do so and, if this is the case, those compelling reasons must be stated in writing and must be provided to the Chief Executive. C) A person holding such a post is required under the Ethics in Public Office Acts 1995 and 2001 to act in accordance with any guidelines or advice published or given by the Standards in Public Office Commission. Guidelines for public servants on compliance with the provisions of the Ethics in Public Office Acts 1995 and 2001 are available on the Standards Commission's website http://www.sipo.gov.ie/