Department of Health
An Roinn Sláinte
Männystrie O Poustie
www.health-ni.gov.uk

SECONDMENT OPPORTUNITY NOTIFICATION

NURSING OFFICER FOR WORKFORCE

CHIEF NURSING OFFICER GROUP

DEPARTMENT OF HEALTH

Closing Date	**09/05/25 by 15:00**
Post **Vacant**	**An exciting secondment opportunity has arisen for a Nursing Officer for Workforce within the Chief Nursing Officer Group (CNOG) in the Department of Health.** This secondment opportunity is open to those currently working as a Band 8A or Band 8B, or equivalent. This is a fulltime post, but consideration will be given to 0.8 WTE (4 days per week). It is anticipated that the secondment will be for 12 months in the first instance, with the possibility for extension. The competition may be used to fill further vacancies which arise within the next 6 months. ***Foreword from Chief Nursing Officer, Maria McIlgorm*** Thank you for your interest in this competition to fill the position of Nursing Officer for Workforce in the Department of Health's Chief Nursing Officer Group (CNOG) Directorate. I am committed to strengthening the leadership of Nursing, Midwifery, and Allied Health Professions at all levels and this senior role will bolster the post holder's experience and leadership in developing and implementing policy, strategy, and practice reforms. This role will provide an exciting and unique opportunity at the centre of Government to influence policy and transform health services in Northern Ireland in line with Departmental strategy, whilst making a tangible difference to people's lives. The post holder will be joining a dynamic collective leadership team who are contributing to significant transformations in health and social services, at a time of rebuilding within the Northern Ireland Health and Social Care sector. I strongly encourage all eligible applicants to consider this opportunity.

	Overview Working under the leadership of the Chief Nursing Officer for NI and alongside Department of Health policy and professional colleagues, the post holder will lead a professional portfolio and have oversight for the provision of all professional nursing and midwifery advice and guidance on matters relating to workforce and will contribute to all relevant directorates and policy areas in the Department of Health. The post holder will contribute to the Chief Nursing Officer's *'Vision for Nursing and Midwifery in Northern Ireland: 2023 – 2028',* which focuses on building strong foundations that maximise the potential of the nursing and midwifery family in a safe, inclusive, and healthful culture whilst recognising the value of equality and diversity. This includes a specific focus on workforce / workload planning, workforce stabilisation including implementation of recommendations from the Nursing & Midwifery Retention Report, and the ongoing work on the Refresh of the Delivering Care Policy Framework.
How to apply	If you are interested in being considered for this post, please complete the application form attached **(Annex B)** and return by e-mail to: **Joanne.Robinson@health-ni.gov.uk** by **15:00 on 09/05/2025** Please note any expressions of interest received after the closing date will not be considered. Individuals must seek prior approval from their line manager that they can be released if successful. Selection for the post will be via a written application and paper sift. Depending on the level of interest, an interview may also be required. "Secondment" means a voluntary transfer from a permanent employer for a fixed period, which does not sever the employment relationship of the person seconded with the permanent employer. A secondment would be on a candidate's current terms and conditions of service. **It is expected that the successful applicant selected for this post will be released within 4 weeks to take up the post.** For further information about this opportunity please contact: Katy Rennick, Deputy Chief Nursing Officer, at: **Katy.Rennick@health-ni.gov.uk** Please note any expressions of interest received after the closing date will not be considered.

Location	Castle Buildings, Stormont Estate, Belfast, BT4 3SQ The Department of health operates a hybrid working policy.
Eligibility Criteria	Applicants must, by the closing date for applications: **1.** Be a Registered Nurse / Midwife on Part 1, Part 2, or Midwives part of the live Nursing and Midwifery Council (NMC) Register. **and** **2.** Be currently working as a Nurse / Midwife in a Band 8A or 8B, or equivalent position (please specify on application). **and** **3.** Three years post-registration experience delivering nursing or midwifery services in relation to workforce sustainability and workforce / workload planning. **and** **4.** Possess excellent written and verbal presentation skills, organisational skills, and experience in managing challenging objectives. **Desirable Criteria** • Have a relevant degree. ****Relevant is defined** as a subject which is related to health or social science e.g. nursing, midwifery, social services, health policy/management or education, but the panel reserves the right to decide on the relevance of the subject for the purposes of eligibility
Job Description	The Job Description is attached – **Annex A.**
Selection Criteria	The competencies for this post, below, have been drawn from the Northern Ireland Civil Service Competency Framework 2014 – a copy can found following the above link. Candidates will be expected to demonstrate the skills and competencies set out in the eligibility criteria and shortlisting criteria. In addition, they will also be required to demonstrate the skills and competencies set out in the Northern Ireland Civil Service (NICS) competency framework at Level 4 for the purposes of personal and professional development.

	Nursing Officer is analogous to Grade 7 in the NICS. The NICS Competencies for this post are: • Seeing the Big Picture • Leading and Communicating • Collaborating and Partnering • Delivering at Pace
Selection Process	The selection process will involve a written application and a paper sift. It is therefore important that **applicants provide evidence which demonstrates that they meet the eligibility criteria set out above.** Following an initial sift, applicants who meet the eligibility criteria will be assessed at the paper sift stage against the selection criteria described above. **Following the paper sift stage candidates may be called for interview.**
Salary	The secondment will be on a candidate's current terms and conditions of service, including salary.
Applications	**Applications must be made using the appropriate form, a copy of which is attached – Annex B.** **Please return the completed application form by e-mail to:** **Joanne.Robinson@health-ni.gov.uk by 15:00 on 09/05/2025** **Please note any expressions of interest received after the closing date will not be considered.**

Department of Health
An Roinn Sláinte
Männystrie O Poustie
www.health-ni.gov.uk

ANNEX A

JOB DESCRIPTION

NURSING OFFICER FOR WORKFORCE

GRADE	DoH Grade 7 (HSC Band 8A / Band 8B or equivalent)
DEPARTMENT	Department for Health (DoH)
DIRECTORATE	Chief Nursing Officer Group (CNOG)
JOB TITLE	Nursing Officer for Workforce
REPORTS TO	Deputy Chief Nursing Officer (DCNO)
ACCOUNTABLE TO	Chief Nursing Officer (CNO)

INTRODUCTION

This professional leadership post offers an exciting opportunity to work within the Department of Health as a member of the Chief Nursing Officer's team to support the professional and strategic nursing agenda at a time of transformational change and rebuilding of Health and Social Care (HSC) services.

The post holder will join a dynamic professional team who are leading transformations in midwifery, learning disability, mental health, cancer, public health, children's, adult, and older people's nursing. The post will operate at the centre of Government to influence policy and transform health services in Northern Ireland in line with Departmental strategy, whilst making a tangible difference to people's lives.

The CNO reports directly to the Permanent Secretary/HSC Chief Executive and is directly accountable to the Permanent Secretary and the Minister for Health for the provision of professional advice and statutory functions. CNOG provides high quality, comprehensive and well evidenced advice to the Permanent Secretary, Minister for Health, DoH Strategic Leadership Team (SLT), and Performance and Transformation Executive Board (PTEB), including advice in commissioning and service redesign.

Key Responsibilities

1. Provide advice to the Deputy Chief Nursing Officer/Chief Nursing Officer on matters relating to nursing and midwifery workforce. This will include the drafting of briefs for the Minister, answers to Assembly Questions, and the provision of oral briefings as required.

2. Contribute to the Chief Nursing Officer's 'Vision for Nursing and Midwifery in Northern Ireland: 2023 – 2028', which focuses on building strong foundations that maximise the potential of the nursing and midwifery family in a safe, inclusive, and healthful culture whilst recognising, the value of equality and diversity.

3. Contribute to the *'Shaping Our Future'* work streams relating to nursing and midwifery workforce across the various sub-groups, particularly the implementation of recommendations from The Nursing and Midwifery Retention Report and Nursing Midwifery Retention Initiative Implementation Framework.

4. Provide professional input to the development, monitoring, and review of policy regarding the nursing and midwifery workforce, and lead on aspects of policy development.

5. Liaise with colleagues within the Department, across the HSC, and with all relevant stakeholders to ensure that the interests of Nurses and Midwives are addressed across all programmes of care.

6. Work with professional organisations, national bodies, independent and voluntary sectors to provide leadership and support, encouraging practice development in the pursuit of high quality care and developing the midwifery and nursing professions' contribution to the delivery of services

7. Contribute to constructive and collaborative working relationships with a wide range of stakeholders, ensuring ongoing personal professional development and awareness of the latest professional practice.

8. Deputise for the Deputy Chief Nursing Officer and Chief Nursing Officer as required.

9. Undertake any other duties as may be allocated by the Deputy Chief Nursing Officer or Chief Nursing Officer.

Department of Health
An Roinn Sláinte
Männystrie O Poustie
www.health-ni.gov.uk

ANNEX B

APPLICATION FORM

SECONDMENT OPPORTUNITY

NURSING OFFICER FOR WORKFORCE

CHIEF NURSING OFFICER GROUP,

DEPARTMENT OF HEALTH

Name: _____

Grade/Pay Band: _____

Current Position/Job Title: _____

Current Employer: _____

Contact details: _____

The selection process will involve a written application and paper sift. Following the paper sift, applicants may be called for interview.

It is therefore important that applicants indicate fully how and to what extent the competence requirements are met giving dates and examples.

The examples/evidence you provide in this form must relate to your own experience/performance.

Forms to be completed in Arial Font Size 11.

PLEASE NOTE THAT THE FORMAT AND LENGTH OF THIS APPLICATION FORM MUST NOT BE AMENDED IN ANY WAY

LATE APPLICATIONS WILL NOT BE ACCEPTED

Applicants must, by the closing date for applications:

1. Be a Registered Nurse / Midwife on Part 1, Part 2, or Midwives part of the live Nursing and Midwifery Council (NMC) Register.

and

2. Be currently working as a Nurse / Midwife in a Band 8A or 8B, or equivalent position (please specify on application).

and

3. Three years post-registration experience delivering nursing or midwifery services in relation to workforce

and

4. Possess excellent written and verbal presentation skills, organisational skills, and experience in managing challenging objectives.

Desirable Criteria

- Have a relevant degree.

****Relevant is defined** as a subject which is related to health or social science e.g. nursing, midwifery, social services, health policy/management or education, but the panel reserves the right to decide on the relevance of the subject for the purposes of eligibility

Please provide evidence and dates from your own experience as to how you meet this eligibility criteria.

Please provide evidence that you possess the essential criteria listed above:

1.
2.
3.
4.

1. Strategic: Seeing the big picture

Please provide an example or examples, which demonstrate how and to what extent (including duration) you meet the requirements of this competency.

2. Engaging People: Leading and Communicating

Please provide an example or examples, which demonstrate how and to what extent (including duration) you meet the requirements of this competency.

3. Engaging People: Collaborating and Partnering

Please provide an example or examples, which demonstrate how and to what extent (including duration) you meet the requirements of this competency.

4. Delivering Results: Delivering at Pace

Please provide an example or examples, which demonstrate how and to what extent (including duration) you meet the requirements of this competency.