



St. Francis Hospice

JOB DESCRIPTION

HEALTH AND SOCIAL CARE PROFESSIONAL TUTOR/ LECTURER

PERMANENT CONTRACT

24 HOURS PER WEEK

0.69 WTE

JOB REFERENCE: 2026 - 043

ISSUE DATE: APRIL 2026

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1. JOB PURPOSE

The purpose of this role is to design, deliver and evaluate high-quality education and training programmes for health care professionals within St. Francis Hospice, Dublin and beyond as requested by the Head of Education.

The post holder will bring discipline-specific expertise as a CORU-registered Health and Social Care Professional, contributing to the development of evidence-based, person-centred palliative care education across a range of delivery modes, including face-to-face, outreach and digital learning.

The role will support the Head of Education in responding to organisational and national education priorities, ensuring programmes are aligned with best practice, regulatory standards and the evolving needs of specialist palliative care services.

2. ACCOUNTABILITY

The position reports to and is accountable to the Head of Education or other designated officer in all matters relating to the job.

3. KEY DIMENSIONS

Direct reporting to the Head of Education.

Key Internal relationships that will influence the success of the role: Education Team members, Director of Nursing, Assistant Director of Nursing, Head of Health and Social Care Professionals and Medical Director.

Key External relationships that will influence the success of the role: Students, patients & family members, external speakers, AIHPC.

4. OPERATING ENVIRONMENT

Contractual Hours: 24 hours per week.

Hours of work

The normal working hours are spread over 3 days - Tuesday/ Wednesday and Thursday. Details of starting and finishing times, which may vary in accordance with Hospice needs, will be discussed and agreed with your line manager. There will be times when you will be required to work outside of the normal office hours. There will be weeks that the post holder will be required to work different days & times e.g. to facilitate study days. The post holder will be notified in advance by his/her line manager.

Location: This position is based in SFHD; however, SFHD operates across two sites: Raheny & Blanchardstown. In the interest of employees' training needs, patient care and changing needs, candidates are required to be flexible and are obliged to carry out duties in any department or location of the Hospice or associated locations when required to do so by the Head of Education. Flexibility is expected.

As St. Francis Hospice Dublin is an expanding service the demands for services can change and it will be necessary to meet these changes through the organisation. In such circumstances, it may be necessary to review the work location for this post and, on behalf of the Board of Directors, the Leadership Team reserves the right to change the terms and conditions as necessary. However, notification will be given of any such changes.

Garda Vetting: The successful candidate will be required to satisfactorily complete the Garda Vetting process prior to a formal job offer being made.

5. SCALES, ANNUAL LEAVE & PENSION SCHEME

Salary Scale: Department of Health - Consolidated Salary Scale (1st February 2026) – in line with Nurse Tutor salary scale.

73,062	74,054	75,044	76,038	77,030	78,024	79,010	80,005	80,998	81,989
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Annual Leave: 28 days per annum.

Pension Scheme: Your post, position, or office is pensionable for the purpose of the Single Public Service Pension Scheme (the “SPSPS”)

6. THE PERSON: QUALIFICATIONS, EXPERIENCE, KNOWLEDGE & COMPETENCIES

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Educated to Level 9 on the National Framework of Qualifications (NFQ) or equivalent. CORU registered as a Health and Social Care Professional within a relevant discipline (e.g. Physiotherapy, Occupational Therapy, Speech and Language Therapy, Dietetics, Social Work or other CORU regulated profession). Evidence of continuing professional development relevant to clinical practice and/or education. 	<ul style="list-style-type: none"> Postgraduate qualification in Palliative Care. Qualification in Education, Training, or Facilitation.
Experience	<ul style="list-style-type: none"> Minimum of three years post-qualification clinical experience, including experience in Specialist Palliative Care. Demonstrated experience in designing, delivering and evaluating education and training programmes using a variety of teaching methods and delivery modes. Experience of working within a multidisciplinary team environment. Proficiency in relevant IT systems including MS Office, eLearning platforms and virtual learning tools 	<ul style="list-style-type: none"> Experience of facilitating learning within a healthcare or third-level education setting. Experience in curriculum development, programme evaluation or learning needs analysis. Experience of working with Learning Management Systems.
Other	<ul style="list-style-type: none"> Full driving license 	

CORE COMPETENCIES

Professional Knowledge & Skills

- Discipline-specific clinical expertise and professional competence
- Strong understanding of palliative care principles and practice
- Knowledge of adult learning principles and contemporary education methods
- Ability to design, develop and evaluate education programmes
- Understanding of clinical governance, regulation and quality standards
- Knowledge of research, audit and evidence-based practice

Interpersonal & Communication Skills

- Excellent communication and facilitation skills
- Ability to build effective relationships across disciplines and organisations

Leadership & Initiative

- Ability to lead and develop education programmes
- Capacity to support change and innovation in education delivery
- Strong organisational and time management skills
- Ability to work autonomously and take initiative

Teamwork & Problem Solving

- Collaborative approach to multidisciplinary working
- Strong analytical, problem-solving and decision-making skills
- Ability to engage and motivate learners
- Ability to provide and receive constructive feedback

7. OUTLINE OF JOB DUTIES AND RESPONSIBILITIES

The role of the Tutor includes but is not limited to:

Education & Programme Delivery

- Design, plan, co-ordinate and deliver education and training programmes aligned with organisational and service priorities
- Participate in the development and delivery of programmes, ensuring compliance with professional regulatory, academic and quality standards
- Conduct learning needs analysis and develop appropriate educational responses
- Deliver education using a variety of methods including face-to-face, outreach and e-learning platforms
- Participate in the design and development of e-learning and blended learning programmes
- Identify and source appropriate teaching, learning and simulation resources to support programme delivery
- Evaluate education programmes and engage in continuous quality improvement, including programme review, development of improvement plans and monitoring of actions arising
- Monitor and report on the impact of education programmes on service delivery and professional practice, adopting an interdisciplinary perspective
- Contribute to assessment processes where required

Professional & Service Development

- Maintain up-to-date knowledge of developments in clinical practice, palliative care, palliative care education and the wider health service environment
- Ensure all education and training programmes promote quality, patient safety and person-centred care
- Maintain knowledge of and ensure alignment with relevant policies, procedures, legislation, regulatory standards and professional body requirements, including those of academic and awarding bodies where applicable
- Foster and promote an ethos of research, audit and evidence-based practice across all education and training activities
- Adopt a quality enhancement approach to the design, delivery and evaluation of education programmes and related services
- Contribute to the ongoing development of interdisciplinary and best practice approaches to education within specialist palliative care

Quality, Governance & Compliance

- Ensure compliance with relevant professional, regulatory and academic standards
- Maintain accurate records and documentation related to education delivery
- Participate in audit, evaluation and reporting processes

General

- Comply with the Mission Statement, Ethos and Values of St. Francis Hospice Dublin.
- Comply with all organisational policies including confidentiality, health & safety and governance requirements
- Contribute to and comply fully with the St. Francis Hospice Dublin Safety Statement including safe working practice as laid down by the Safety, Health and Welfare at work Act 2005 and any other relevant legislation.
- Actively engage in continuous personal development and learning.
- Present and act in a professional manner at all the times.
- Undertake any other duties appropriate to the role as assigned

The successful candidate will be required to update their knowledge and skills to fit the changing requirements of the post. Therefore, this Job Description is an outline of the current broad areas of responsibility and accountability and should not be regarded as a comprehensive listing. It will be reviewed and updated in line with future needs.

The successful candidate will be required to maintain, enhance and develop their knowledge, skills and attitudes necessary to respond to a changing situation.

Signature of Job Holder:	Signature of Line Manager or Designated Officer:
Job Title:	Job Title:
Date:	Date: