



## **JOB DESCRIPTION**

### **Student Health Centre Nurse Student Support and Development Permanent Contract**

#### **Dublin City University**

Dublin City University ([www.DCU.ie](http://www.DCU.ie)) is a young, ambitious and vibrant University, with a mission 'to transform lives and societies through education, research, innovation and engagement'. Known as Ireland's 'University of Enterprise and Transformation', it is committed to the development of talent, and the discovery and translation of knowledge that advances society and the economy. DCU is the Sunday Times Irish University of the Year 2021.

The University is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. It currently has more than 18,000 students enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education. DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on creating a transformative student experience, and its positive social and economic impact. This exceptional commitment on the part of its staff and students has led to DCU's ranking among the top 2% of universities globally. It also consistently features in the world's Top 100 Young Universities (currently in QS Top 70 Under 50, Times Higher Top 150 Under 100).

DCU is placed 84th in the world, in the Times Higher Education University Impact Rankings – measuring higher education institutions' contributions towards the UN Sustainable Development Goals. Over the past decade, DCU has also been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

#### **Overview of the department**

Student Support & Development (SS&D) provides personal and professional development support to students at DCU and is a busy and diverse Unit which includes the Student Advice Centre, Counselling & Personal Development, the INTRA work placement office, the Student Health Centre, the Disability & Learning Support Office, the Access Office, the Careers Service, Student Learning, Leadership & Life Skills Centre, Mature Student Office and the Inter Faith Centre. Further information on Student Support & Development can be found at: <http://www.dcu.ie/students/index.shtml>.

#### **Role Profile**

SS&D is currently seeking a committed, flexible and dedicated individual to work in a nursing role in

the Student Health Services on campus. The individual will primarily be located on the DCU Glasnevin campus but may be required to move between any of the DCU campuses. They will report into the Nurse Manager on the DCU Glasnevin campus. The Director of Student Support & Development has ultimate responsibility for all services within the Unit.

### **Duties and Responsibilities**

The duties and responsibilities of the position include, but are not restricted to, the following:

#### **Clinical Duties:**

- Triage students as they enter the Health Centre and refer to the GP, where relevant and necessary
- Assist the GP with medical procedures which need to be carried out in the course of their duty
- Provide nursing treatments to students, both independently and in cooperation with the GP such as vaccines, ear syringing, dressings etc.
- Refer students to relevant external services when required
- Take full responsibility for the medical care of the student when the GP is not present
- Ensure that a confidential service is provided at all times
- Liaise with and refer students to other support services within Student Support & Development, as required
- Provide emergency interventions for members of staff or members of the public who may need assistance from time to time
- Run STI clinics and other relevant clinics at intervals for the student population

#### **Health Education:**

- Provide health awareness information and promote a healthy lifestyle
- Maintain effective liaison with the other external health-related associations, such as the Health Promotion Unit, to promote health strategies on campus, reflecting current health issues
- Co-ordinate awareness campaigns relating to epidemic and notifiable diseases
- Provide a family planning service and emergency contraceptive advice
- Provide nutritional advice and healthy eating guidelines
- Advise students regarding their healthcare entitlements under current legislation
- Work with the Students' Union to promote health awareness on campus

#### **Administrative duties:**

- Ensure accurate notes of all consultations and treatments are made on the medical records system (Socrates)
- Liaise with the Nurse Manager in the DCU Student Health Centre and provide reports on the activities of the Health Centre, as requested
- Liaise and work with the Health & Safety Officer

- Provide clear instruction for the administrative member of staff in the area
- Provide up-to- date and accurate information, under direction from the Nurse Manager, on local medical facilities and services, including local chemists and community-based services.

## **Qualifications and Experience**

### **Essential Criteria:**

Candidates must have a Primary Degree or equivalent (NFQ Level 7) in an appropriate area. Candidates must be registered with an Bord Altranais with at least 3 years post registration experience as a practice nurse/occupational health nurse/student health nurse

### **Desirable Criteria:**

- Have at least 3 years' experience of triage in a practice setting
- Experience with administering vaccinations, triaging for GP, STI testing and providing STI advice, ear syringing and phlebotomy
- Experience providing contraceptive advice
- A thorough knowledge of mental health supports and services for young people
- Ability to work both autonomously and as part as a team
- Have a track record of outreach activity amongst the student population / young people, with clear evidence of impact
- Experience working at third level in a nursing capacity

### **The successful candidate will:**

- Be a caring person with strong attention to detail
- Be able to work independently and possess excellent decision-making skills
- Have well developed communication and interpersonal skills
- Have experience working with young people in a busy environment
- Have very strong IT skills
- Have demonstrated willingness and ability to work with colleagues outside of the immediate Health Centre for health promotion and enhancement
- Have recent experience of telephone triage and the nuances of same
- Have a track record of outreach activity amongst a student population, with clear evidence of impact and how you made a difference

Experience with the Socrates Medical Records System would be an advantage.

## **Mandatory Training**

The post holder will be required to undertake the following mandatory compliance training: Orientation, Health & Safety and Data Protection (GDPR). Other training may need to be undertaken when required. This post is subject to Garda Vetting.