

Job Title: Clinical Manager

Location: Remote with occasional travel to MyMind Offices, Dublin, Cork or Limerick

Job Type: Maternity Cover (Fixed Term Contract)

Salary: €60,000

About MyMind

MyMind is a multi-award-winning mental health charity committed to providing professional, affordable, and accessible therapy for individuals facing mild to moderate mental health challenges.

Our Vision: An Ireland where no one faces mental health challenges alone.

Our Mission: To positively change lives by providing professional, affordable, accessible therapy to anyone experiencing mild to moderate mental health challenges.

The Role

The Clinical Manager plays a key role in ensuring the quality, integrity, and effectiveness of MyMind's service. This position oversees clinical governance, supports our mental health professionals, and contributes to strategic and operational planning to maintain excellence in client care.

Core Responsibilities

- Provide clinical support and oversight to operations staff
- Oversee clinical policies and procedures.
- Review service processes, recommending improvements based on evidence-based practices.
- Monitor and follow up on incident reports as required.
- Ensure compliance with all relevant regulatory, accreditation, and professional standards
- Conduct quarterly clinical reviews of MyMind mental health professionals
- Manage CPD and peer support systems for mental health professionals
- Support with clinical interviews and onboarding for mental health professionals.

- Active engagement with service referrals and strategic stakeholders
- Design of the research with outcomes
- Engagement with reporting processes agreed with the management team
- Assists in educating the community on available services and help reduce the stigma associated with recovery efforts.
- Represent MyMind in a caring, professional manner to stakeholders and the local community.
- Attend weekly team meetings (online) and contribute to organisational initiatives.
- Support reporting processes and present regular clinical updates and recommendations to the CEO and Board.

Please note: This is not an exhaustive list of all responsibilities. Duties may evolve to meet the organisation's needs.

Qualifications & Skills

- MA in Psychology qualification, (or equivalent qualification)
- Minimum 2 years' experience in clinical or supervisory role
- Strong understanding of the Irish mental health sector and sensitive nature of therapeutic services
- Demonstrated leadership, decision-making, and problem-solving abilities.
- Excellent interpersonal, advocacy, and negotiation skills.
- Strong organisational and project management skills, with the ability to prioritise and meet deadlines.
- Ability to work independently with minimal supervision while maintaining collaboration across teams.
- Proficiency in computer-based tools and systems.
- Positive, proactive attitude and commitment to continuous improvement.
- Excellent written and spoken English.
- Eligibility to work in Ireland.
- Commitment to MyMind's social mission and values.

Benefits

- Bike-to-Work Scheme
 - Employee Assistance Programme
 - Wellness Initiatives
 - Opportunity to grow and contribute to a purpose-led organisation
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Schedule

- Monday to Friday
- 8-hour shifts