

**Eating Disorders Centre Cork, Penrose House, Penrose Quay, Cork.**

## **Clinical Manager (Full-Time)**

**Closing Date: Friday 17<sup>th</sup> April 2026.**

### **Job Specification.**

**Job Title:** Clinical Manager.

**Reports to:** The Board of Management.

**Qualifications:** Postgraduate third level degree in psychotherapy (with current accreditation) with knowledge and training in Eating Disorders.

Relevant management experience, inclusive of inter-agency collaboration (either within a statutory or voluntary organisation).

**Location of Post:** Cork City.

**Salary:** Dependent on experience.

**Details of Service:** Out- patient eating disorder therapeutic service for adults, adolescents, and families.

**Purpose of Post:** To manage, coordinate and develop clinical services pertaining to the centre, including a full therapeutic response to a range of Eating Disorders.

### **Principal Duties and Responsibilities:**

1. Be responsible for the overall management, effective functioning and development of the centre.
2. Set, maintain, and monitor professional standards in the delivery of services and supports within the centre.
3. Ensure and oversee that the delivery of the clinical service is an integrated and multi-disciplinary one.
4. Take direct responsibility for the initial assessment of referrals and full therapeutic response to a range of eating disorders and disordered eating behaviours.
5. Deliver Family Education Programmes, Therapeutic Groups, and other clinical resources as necessary.
6. Ensure the implementation of models of best evidence-based practice.
7. Ensure the safe delivery of the service in accordance with therapeutic codes of ethics, policies, procedures, guidelines and protocols including legislation in the case of disclosure of abuse.
8. Provide an appropriate level of monitoring for clinical staff consistent with good, safe, supportive ethical practice.
9. As directed by the Board of Management, manage a budget allocation, and comply with agreed management control of same budget.
10. Provide professional leadership at meetings, committees, and other fora as required.

11. Avail of regular and adequate clinical supervision to ensure own ongoing competency and professional development.
12. Compile and submit comprehensive and regular activity reports to the Board of Management.

### **Education and Training.**

1. The Clinical manager will maintain standards of practice and levels of professional knowledge by participating in continuous professional development initiatives and attendance at courses as appropriate.
2. Deliver an in-house training programme to staff.

### **Health and Safety.**

Contribute to the development of policies, procedures, guidelines, and safe professional practice and adhere to relevant legislation, regulations, and ensure that staff are made aware of and comply with same.

### **Management.**

1. Ensure the service complies with all relevant HR and other policies, procedures, and guidelines. To this end, the Clinical Manager will keep updated an Employee Manual which will outline all said policies.
2. Report to and advise the Board of Management on staffing needs.
3. Keep updated on current and impending legislation and the perceived impact on practice.
4. Keep abreast of developments in any National Policy that pertains to the area of Eating Disorders, and also keep abreast of International best practice.
5. Provide Service Delivery Reports as required e.g. Annual Reports to stakeholders.

The above Job specification is not intended to be an exhaustive 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 them from time to time and to contribute to the development of the post while in office.

### **Eligibility Criteria.**

1. Postgraduate third level training in psychotherapy including a knowledge of eating disorders (specific training will be provided).
2. At least 5 years post qualification experience.
3. Have the requisite knowledge and ability (Including a high standard of suitability and proven management experience) for the proper discharge of the duties of the post.

### **Health.**

Any person in this post must be fully competent and capable of undertaking the duties outlined and be in a state of health that will ensure the rendering of a regular and efficient service. The Board of Management may request a certificate of Medical Fitness. References will also be required.

The appointment is subject to a 6-month probationary period with review. This is a permanent, full-time post subject to funding.

**Note:** Garda Vetting is required of the successful candidate.

EDCC is an equal opportunities employer.

Applications for the above should be made by sending a current CV to [info@edcc.ie](mailto:info@edcc.ie) and also attaching a cover letter outlining your particular suitability to the role.

Tel: 021 4539900 [www.eatingdisordercentrecork.ie](http://www.eatingdisordercentrecork.ie) Email: [info@edcc.ie](mailto:info@edcc.ie)