



**The National Review Panel invites expressions of interest from suitably qualified professionals who are interested in becoming panel members on a Consultancy basis.**

### **Background and independence of function**

The National Review Panel (NRP) is a functionally independent panel, commissioned by Tusla, for the investigation of serious incidents, including the deaths of children who were in the care or otherwise known to the child protection and welfare services. The panel was set up in 2010 as part of the Implementation Plan associated with the Report of the Commission to Inquire into Child Abuse, 2009 (Ryan Report). It operates under the guidance issued by the Department of Children and Youth Affairs, last revised in December 2014.

The NRP has an independent Chair and is supported by a Service Manager. It makes findings of fact and produces objective reports which are submitted to the Chair of the Board of Tusla and also to HIQA. It operates separately from Tusla and engages independent legal advisors. Its overarching objective is to promote learning and best practice from its review of cases with a view to assisting the child welfare and protection system in improving its services and minimising the possibility of similar incidents occurring in the future.

### **Role of Panel Members**

Panel members will be assigned to review individual cases and will be required to commit to the requisite number of days to complete the review in a timely manner. Panel members will be required to work in teams as assigned by the Chair to undertake reviews of child deaths and serious incidents which will involve:

- Initial scoping of the nature and scale of individual reviews
- Identifying relevant documentation to be requested from key stakeholders
- Identifying key staff and family members who were closely involved with the child or young person
- Drafting terms of reference to be agreed with the NRP Chair
- Conducting a review with a colleague and/or with the input of the Chair of the NRP, which involves:
  - Reviewing documentation
  - Conducting interviews with staff and family members
  - Drafting a report
  - Providing extracts to individuals who contributed to the review for factual accuracy checking
  - Discussing the draft report with the family members
  - Amending the report as necessary prior to finalisation by the Chair

### **Eligibility Criteria/Qualifications and/or Experience**

Panel members must possess the following:

- A minimum of ten year's practice/management experience in the provision of child protection and welfare services in one of the following sectors or disciplines
  - Social Work
  - Social Care
  - Psychiatry
  - Psychology
  - Law
  - Law enforcement and detention
  - Medicine
  - Public health
  - Mental health
- Good knowledge of child law and a detailed understanding of child protection and welfare policy
- Demonstrably excellent writing and analytic skills
- Good interpersonal and communication skills
- The ability to complete work to a deadline
- Basic IT skills including competence in Word

### **Skills, competencies and/or knowledge**

Panel members must possess the following:

- Professional knowledge
- Planning and managing resources
- Evaluating information and judging situations
- Communication and interpersonal skills

*Other requirements of the role:* Travel may be required

### **Service Level Agreement and conditions of panel membership**

A Service Level Agreement will be signed by panel members which will commit them to the terms and conditions of the consultancy. Acceptance on the panel will not be a guarantee of work. Individual review teams will be appointed on the basis of the skills and experience of panel members that are relevant to a specific case. Once allocated to a team, panel members will be subject to a case management process overseen by the Service Manager and the Chair and will be expected to submit a report by an agreed deadline.

The Child and Family Agency indemnifies the work of the panel members. Details of this indemnity will be set out in the Service Level Agreement.

Remuneration is currently paid at the rate of €468 per seven hour working day and pro-rata for any periods of less than a seven hour working day.

The appointment shall remain in force for the service term unless it is terminated earlier.

Full details are available within the Service Level Agreements which will be issued to panel members on engagement.

**How do I apply:** All interested persons must provide the following:

- Comprehensive CV to include; contact details, details of qualifications, relevant experience and specific skills relevant to the tasks.
- Completed **“Eligibility Criteria Questions”** as requested with this document.
- Names of two referees.

All of the above should be emailed to [Naomi.boland1@tusla.ie](mailto:Naomi.boland1@tusla.ie).

If appointed, panel members who previously worked in Tusla will not be allocated work until two years has elapsed since the cessation of their employment with Tusla. Panel members may not simultaneously work as practitioners for Tusla on behalf of an agency.

*Please note that this is an on-going application process and applications will be considered at regular intervals based on the specific needs of the service.*

**Contact for Enquiries:** NRP Service Manager, Naomi Boland, 01 6424728 or [Naomi.boland1@tusla.ie](mailto:Naomi.boland1@tusla.ie)