



ST. JOHN EYE HOSPITAL – JERUSALEM

JOB DESCRIPTION

Title	Director of Nursing, AHP and Quality
Department	CEO's Office
Reports to	Chief Executive Officer
Scope of Responsibility	Nursing & Allied Health Departments, in addition to Group Quality and Nursing Research
Date formulated	March 2026

General Statement of Duties:

The Director of Nursing and AHPs (DoNA) will provide strategic leadership to the Nursing and Allied Health Professions Department including setting objectives, initiating development/efficiency plans. He/she will set direction for the department with a special focus on the Group's Quality Department and Nursing Research

The Director will provide administrative and strategic clinical leadership assistance to the Chief Executive Officer in areas related to services utilization and quality care. He/she will work closely with the CEO and other Directors to ensure that the Group's strategic aims are achieved.

The DoNA will attend the Board meetings representing the Nursing and AHPs department. The DoNA is an SLT member who plays an important role in the preparation for the Board's Clinical Governance Committee.

Main Responsibilities

1. Work in full collaboration with the Medical Department to provide the CEO with sound advice to maximise performance and enhance service delivery.
2. Assumes responsibility for the nursing school including its overall management, budget, teaching standards and students' assessment and evaluation.

3. Provide strategic leadership for the three outreach teams and ensure that all services are provided to high standards and in line with the Groups' strategic plan.
4. Provide strategic leadership and overall management to the nursing and allied health professionals departments by taking ownership of the Nursing & AHP strategy; reviewing and updating it periodically and following on achieving the objectives aims in line with the Hospital's Strategic Direction/plan.\
5. Undertakes ongoing review of staffing, standards, efficiency and service delivery by producing necessary KPIs which will be shared with the CEO and relevant stakeholders.
6. Provide strategic leadership and overall management to the Group's Quality Department.
7. Take responsibility for advancing quality services initiatives in accordance with the Hospital's strategic plan, ensuring that all departments meet the requirements and producing report during the Quality Committee meetings
8. Oversee the work of the quality department to ensure excellent service provision and ultimately the achievement of maximum customer satisfaction.
9. Work with the clinical and support teams to lead on new business initiatives based on the CEO's /Board's Directions.
10. Take full responsibility for planning and implementing periodic audits in the Nursing and AHPs department to ensure full utilization of resources.
11. Oversee proper budget utilization in the Nursing and AHPs department.
12. Play an essential role in the Board Clinical governance Committee as well as the Hospital Group's Senior Clinical Leadership Committee.
13. Provide the CEO with relevant KPIs pertaining to productivity, efficiency and service delivery for the nursing and allied health professional's department.
14. Establish research initiatives by develop nursing research committee, developing ToRs and encouraging staff to do research.
15. Ensure nursing practises and policies are implemented according to the governmental regulations under different jurisdiction wherever SJEHG operates.
16. Undertake any additional duties assigned by the CEO.

Essential Person Specifications

1. Registered nurse qualifications with ophthalmic training.
2. Valid professional license
3. Master's degree in Hospital management or equivalent field/equivalent experience.

4. Strong leadership skills.
5. Excellent communication and negotiation skills.
6. Proficient in Arabic and English.

Essential Requirements for The Post:

- Minimum of 10 years of clinical/Nursing Experience.
- Considerable experience of leading teams.
- In depth knowledge of quality and JCI Standards
- Proven background of building positive rapport with a diverse range of staff.
- Extensive experience of delivering against agreed/set targets.

Name _____ Date _____

Signed _____