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**JOB DESCRIPTION & PERSON SPECIFICATION**

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| **Clinical Staff** |  | **Non-Clinical Staff** |  | **Volunteers** |  | **Flexi-Bank Staff** |  |

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| **ROLE:** | **Senior Registered Nurse** |
| **REPORTS TO:** | Head of Children, Young People, In Patient Services and Therapies |
| **PAY BAND:** | Band 6 |
| **LOCATION:** | Hospice HQ, community and other care settings (following the child/young person and family needs) |

**PURPOSE OF ROLE:**

**Delivery** - within the scope of your NMC Code you will provide individualised care to Children, Young People and Families. You will assess, plan and deliver care for individual children/young people and their families throughout their palliative care journey, supporting other members of the Rebecca House and wider Hospice team to deliver care and acting as an advocate for children/young people and families to promote evidence based and high quality care delivery by all staff in Rebecca House.

**Management** –You will take on management responsibility for key service elements and act as lead on allocated areas which may include transition, quality improvement, education, infection control and any other identified by the Head of Children, Young People, In Patient Services and Therapies.

**KEY DUTIES- what you will do:**

1. Ensure that the child/young person and family are at the centre when planning and implementing care that is both flexible and responsive to the child/young person and family’s needs.
2. To contribute to the management of the caseload of children and young people as directed by the Head of Children, Young People, In Patient Services and Therapies. To include managing referrals, ongoing and annual assessment, care delivery and care plans.
3. Take on lead roles for allocated areas to support the Head of Children, Young People, In Patient Services and Therapies.

* The Team Lead will act as the deputy to the Head of Children, Young People, In Patient Services and Therapies taking on the day to day running of the service, supporting staff with queries/concerns, addressing any issues that arise in care delivery/respite planning or staffing. The Team Lead will also take an active role in the planning of staff off duty, respite shift/block stay allocation and monitor the team’s compliance with assessment/care plan updates/reviews.
* The Transition Lead will play a central role in transition planning working jointly with all relevant services whether this be transitioning those with identified Palliative Care Needs to Hospice Adult Services or transition young people with complex health needs to adult social care; and to fine tune the current Hospice Isle of Man policies and procedures surrounding Transitional Care to ensure these are in line with current best practice and fully meet the needs of children, young people and families
* The Education and Infection Control Lead will support and encourage ongoing development of the team through education and training in line with Registration and Inspections Standards; to support the Scholl Academic Centre in keeping accurate training records and to plan/implement specific Rebecca House training as required. They will monitor compliance with relevant guidelines and policy through regular audit, highlight areas of concern and identify areas for improvement.
* Senior Nurse’s will be asked to cover other Senior Nurse Lead roles as required.

1. Use expert knowledge and experience to manage children/young people and families proactively by anticipating changes to their physical, psychosocial and/ or psychological well-being and implement any appropriate actions that may be required.
2. Within professional competency, make autonomous clinical decisions in planning and prioritising care, ensuring you work towards the child/young person and family goals, whilst adhering to recognised protocols and guidelines in line with Registration and Inspections Standards.
3. To be responsible for leading the team in delivering safe and appropriate care on a shift basis
4. Identify end of life care needs, discussing Advance Care Planning/RESPECT plans and Preferred Place of Care in a timely and sensitive manner
5. Act as a role model demonstrating high standards of care, good clinical leadership and adherence to Hospice Policies.
6. Promote a culture that supports psychological safety, effective team work, continuous improvement and patient & staff safety.
7. To ensure that all risks associated with care delivery relevant to the care setting are managed effectively and that all accidents, incidents and Safeguarding concerns are reported promptly following the policy and procedure, ensure that follow up actions are taken and learning is shared across the team
8. Identify and influence change in practice resulting from audit outcomes and communicate with professional colleagues both internally and externally, by formal and informal presentations, oral and written reports.
9. To participate in and be prepared to take responsibility for quality assurance and practice development activities e.g. audit, benchmarking, service review, reflective practice and action learning to ensure that the highest standards of care are maintained.
10. Challenge decisions made by other members of the multidisciplinary team, including doctors, if they are failing to comply with local, national or international policies or guidelines or not in the best interest of the individual child/young person.
11. Maintain confidentiality and adhere to Hospice policies on the use of data and Information technology.
12. Undertake rotation to wider Hospice Services and Nobles Hospital to maintain skills in end of life and acute paediatric care, in line with individualised rotation plans.
13. Participate in the Rebecca House and Hospice on call rota

This job description is not meant to be exhaustive and you may be asked to carry out other reasonable duties. It will be reviewed on a regular basis and adapted as required to reflect the changing needs of the service.

**Health and Safety:**

Hospice Isle of Man is dedicated to the health safety and welfare of all its staff and volunteers. All employees will be responsible for their own health, safety and welfare, and that of others who may be affected by their actions or omissions, and for identifying and reporting any possible risks or near misses to a responsible manager. The employee will observe appropriate legislation and codes of practice in connection with their role.

**What we need you to have: our Person Specification**

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| **Education and Qualifications** | **Is it essential or desirable** | **How we will assess** |
| Nursing and Midwifery Council [NMC] Registered Children’s/Learning Disabilities Nurse Level 1, or Adult Registered Nurse Level 1 with additional training/experience in the care of babies, children and young people | **E** | **A & D** |
| Qualification at degree level (or equivalent experience) | **E** | **A & D** |
| Evidence of Advanced Communication Skills Training | **D** | **A & D** |
| **Experience:** | | |
| Three years’ experience working as Registered Nurse in a clinical setting | **E** | **A & D** |
| One years’ experience working as a Registered Nurse in a Palliative Care setting | **D** | **A & D** |
| Leadership and Management Experience | **D** | **A & I** |
| Multi professional working | **E** | **A & I** |
| **Skills/Competencies:** | | |
| Excellent communication skills, both verbally and in writing | **E** | **A, I & T** |
| Demonstrates ability to communicate complex information at an appropriate level of understanding to a wide range of individuals | **E** | **A, I & T** |
| Ability to work autonomously as part of a team demonstrating ability to support colleagues | **E** | **A & I** |
| Experience in making independent judgements whilst being aware of own limitations | **E** | **I** |
| Effectively prioritising a competing & demanding workload | **E** | **I** |
| Demonstrates the ability to utilise information technology: Word, PowerPoint, Zoom and Emis | **E** | **A & T** |
| **Personal Qualities/Behaviours:** | | |
| Forward thinking and keen to explore innovation and improvement opportunities | **E** | **A, I & T** |
| Assertive, confident yet approachable | **E** | **I** |
| Flexible and adaptable | **E** | **I** |
| Calm and objective | **E** | **I** |
| Ability to deal with complex & difficult emotional situations | **E** | **I** |
| Respond positively to change | **E** | **I** |
| Ability to motivate self and others | **E** | **A & I** |
| **Other:** | | |
| Commitment to your own personal development | **E** | **A & I** |
| Full clean driving licence with access to own vehicle | **E** | **A & D** |

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| **How we will assess you** | | | |
| **A** Application & CV | **I** During your interview | **D** When you produce your documents | **T** Test to assess your practical competence |