

**JOB TITLE:** Registered Nurse

**RESPONSIBLE TO:** Head of Care

**LOCATION:** Zoe's Place Baby Hospice Coventry

**SALARY:** £32,234 to £37,108 a year

## **JOB SUMMARY**

The Registered Nurse will work as part of a team providing specialised respite and palliative care, advising and supporting junior staff and care assistants to facilitate high quality, individualised care in collaboration with the multi-disciplinary team. They will provide a safe, caring, effective, responsive and well-led service to the families who access the hospice, to ensure that the children and families who access the service receive holistic family-centred care.

## **About us**

Zoe's Place Baby Hospice is nurse-led, providing 24-hour short breaks and end of life support for babies and children up to the age of six (extended to age 8 years as needed) who have lifelimiting/life-threatening complex needs.

## **Service delivery**

Ensure that all aspects of the role specification are met and that the service provided is culturally sensitive and appropriate for all sections of the communities we serve.

## **Main duties of the job**

- Take charge on each clinical shift within a nurse-led unit ensuring that staff are supported with and competent to carry out their workload.
- Lead by example, role modelling high standards that reflect best practice guidelines, organisational policies and the hospice values.
- Ensure good time management and punctuality and maintain a professional appearance at all times.
- There is an on-call element to this role.

## **Other duties and skills required**

### **Communication and relationships**

- Maintain appropriate and respectful professional relationships with patients, families, colleagues, other staff and stakeholders to enhance service delivery.
- Strong verbal and written communication skills with experience in using an Electronic Patient Record system.
- Ensure that effective communication is maintained between staff on each shift.
- Attend regular staff meetings, sharing any information that may be useful to staff.
- Acknowledge and accommodate barriers to communication and understanding, including speech, hearing, language and emotion.
- Encourage and champion collaborative team working.
- Be aware of the Zoe's Place **Freedom to speak up: raising concerns/whistleblowing policy** and signpost staff to this policy if they have any concerns.
- Ensure up-to-date knowledge of the Zoe's Place **Complaints and concerns** policy and deal with any complaints in a sensitive and professional manner, with escalation to management when required.

### **Leadership and management**

- Ability to work autonomously or as part of the team using initiative and forward thinking to continually improve service provision.
- Work as an effective team member offering support, direction and guidance to junior colleagues.
- Manage the shift and delegate responsibilities to other staff members as required to support the children, taking account of the complexity of the task, and the skills and competence of the staff member.
- Act as an ambassador for Zoe's Place, promoting the hospice mission and values at all times.
- Represent the establishment at multi-disciplinary and multi-agency forums.
- Provide support with the induction of new staff to ensure they have the appropriate information and training to carry out their role.
- Ensure effective use of hospice resources.

### **Clinical**

- Work within the principles of the NMC Code, ensure annual registration with the NMC and adhere to their revalidation requirements 3 yearly.
- Be responsible for the assessment, planning, implementation, and evaluation of nursing care needs of an allocated group of children and regularly liaise with their family/carer to ensure these needs are updated.
- Establish and maintain effective communication with children, families and professionals across health and social care services.
- Ensure that any new referrals are processed quickly and efficiently and that information is gathered from the appropriate services involved in the child's care.
- Support transition of children and families to a new facility once they have outgrown the service.

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- Adopt a research-based approach to specialist palliative care as well as general nursing care.
- Develop and enhance nursing skills as required for the role; this will be led by the dependency and needs of the children accessing the hospice service.

### Training, education and standards

- Share knowledge and expertise with others via informal and formal teaching and participate in the training and education of others, including new members of staff, care assistants and students.
- Take on a link role in an area of interest and act as a resource in this area for colleagues.
- Be responsible for your own professional development in accordance with NMC guidelines.
- Participate in the hospice appraisal system and access training opportunities to improve your own knowledge and skills.
- Participate in clinical supervision and safeguarding supervision.

### Health and safety

- Comply with all organisational policies, procedures or systems of work and ensure that that they are cascaded appropriately to the clinical team.
- Take reasonable care of your own health and safety and that of others who may be affected by what you do or do not do.
- Ensure a safe working environment by reporting all hazards and incidents.
- Provide any information requested to assist the Head of Care and the Deputy Head of Care in any investigations of incidents relating to clinical care.

### Infection prevention and control

- Follow all infection prevention and control policies ensuring these are adhered to by all staff, so that patients are cared for in a clean environment and receive the highest standards of clinical care.
- Ensure that you use the personal protective equipment provided by Zoe's Place.
- In the absence of a Housekeeper, ensure that infection prevention and control in the hospice environment is maintained at a high standard.

This job description is not an exhaustive description of the role and will develop and change to meet the evolving needs of the service.

### PERSON SPECIFICATION: REGISTERED NURSE

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"><li>• RSCN / Child Branch / Learning disability</li></ul>	Experience of supporting and signing off students.

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<b>Experience/ knowledge</b>	<ul style="list-style-type: none"> <li>• Minimum of 1 year's post-registration experience</li> <li>• Experience as nurse in charge/co-ordinating a team.</li> <li>• Ability to practice within the scope of the NMC Code.</li> </ul>	Experience of working with children and families with complex needs and lifelimiting/life-threatening illnesses.
<b>Skills, knowledge &amp; competencies</b>	<ul style="list-style-type: none"> <li>• Excellent communication skills.</li> <li>• Enthusiastic and motivated with a good conscientious attitude.</li> <li>• Flexibility to meet service demands.</li> <li>• A wide range of nursing skills and willingness to work towards full competence in clinical skills.</li> <li>• Aware of responsibilities around safeguarding of children and adults.</li> <li>• Use of research-based practice.</li> <li>• Ability to use initiative and work unsupervised.</li> <li>• Problem solving and decision-making skills.</li> <li>• Ability to work within a team setting.</li> <li>• Commitment to your own professional development.</li> </ul>	<p>Experience of paediatric palliative care and supporting families who have experienced loss or bereavement.</p> <p>Awareness of the skills, interactions and models that underpin effective communication with children who have life-limiting/lifethreatening conditions and their families.</p> <p>Experience of working for a charitable organisation.</p>
<b>Attributes</b>	<ul style="list-style-type: none"> <li>• Caring and approachable.</li> <li>• Good interpersonal skills.</li> <li>• Ability to provide holistic care.</li> <li>• Ability to follow policies and procedures.</li> <li>• Ability to follow instructions from senior members of the team.</li> <li>• Ability to work shifts including nights and weekends.</li> <li>• Reliable, punctual and organised.</li> <li>• Demonstrate commitment to equal opportunities.</li> <li>• Ability to maintain professional boundaries.</li> </ul>	Ability to deal with difficult situations.
	<ul style="list-style-type: none"> <li>• Aware of responsibilities in relation to data protection and confidentiality.</li> <li>• Ability to work under pressure and tolerate stress within themselves and others.</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>• Basic understanding of clinical governance and ability to apply this to practice.</li> <li>• Ability to participate in an on-call rota.</li> </ul>	

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