

Head Office: Unit 1, Thames Court, 2 Richfield Avenue, Reading RG1 8EQ

JOB DESCRIPTION

Community Nursery Nurse 0-19 (25) Service - Slough

Employing organisation: Solutions 4 Health

Contract Type: Full time, permanent

Salary: £19,409 - £22,683

Place of Work: Slough

Responsible to: Clinical Team Lead

Company Division: Healthcare

Please send your CV and covering letter to: Rachel.Costis@solutions4health.co.uk

Closing date: 8th December 2017

Please note if you have not heard within 6 weeks of the closing date you have not been successful on this occasion.

Job Purpose

We are looking for nursery nurses to join our public health nursing team in Slough. The successful post holders will assist and carry out development reviews as part of the Healthy Child Programme, as delegated by the public health nurses.

You will need to be someone who can use your initiative, work as part of a team as well as autonomously.

Health promotion is a crucial part of this role and the post holder must be confident in giving evidence based advice to parents on positive parenting skills such as; child behaviour, weaning, nutrition, toilet training, speech and language and sleep management.

MAIN DUTIES AND RESPONSIBILITIES

The specific accountabilities of this role will be flexible and will change to meet the needs of the organisation as required but will include (or be equivalent in nature to) those listed below:

- To deliver a public health message in schools, nurseries, family homes and community settings
- Provide information and advice to families on issues such as; sleep routines, behavior management, weaning and toilet training
- Advising on home safety
- Complete development reviews as part of the Healthy Child Programme Universal offer
- Health promotion such as; immunisations, diet and stopping smoking
- Providing advice and support for breast feeding mothers
- Reporting safeguarding concerns to the public health nurses and safeguarding lead
- To run drop in clinics under the supervision of public health nurses
- Work flexibly to meet the needs of the local population, this will include some evening and occasional weekend work.

Planning and Organising

- Deliver the Healthy Child Programme, in line with local standard operating guidance.
- Deliver health promotion relevant to local need.
- Plan, organise and implement activities or programmes under supervision of the public health nurses
- Plan and organise own workload
- Be able to deliver presentations to different age groups
- Manage own workload, reporting issues to the Clinical Team Leader, when difficulties arise

Clinical

- Support children, young people and their parents/carers and schools to manage children with long term conditions.
- Promote the health, wellbeing and developmental needs of children and young people aged 5 -19(25) and their families.
- Ensure that confidentiality and the rights of consent relating to young people are followed and that young people are treated with dignity, respect and empathy and in a non-judgemental manner
- Report relevant clinical information/clinical issues to the Professional Lead and Clinical Team Leader.
- Maintain knowledge of infection control procedures and implement recommendations as necessary

Professional

- Use a range of skills to communicate, taking account of the culture, ethnicity, disabilities, developmental age and environmental settings
- Maintain appropriate professional boundaries in the relationships you have with patients and clients
- To work in a safe manner at all times
- Support development by attending training
- Complete accurate electronic records (CarePlus)

Additional Information**ELIGIBILITY TO WORK IN THE UK**

All applicants must be eligible to work in the UK. We only accept applications from candidates who are legally entitled to work in the UK.

EQUAL OPPORTUNITIES

Solutions 4 Health is committed to the development of positive policies to promote equal opportunity in employment. All employees have a responsibility to ensure that they understand, comply with and promote the Equal Opportunities Policy, avoiding behaviours which discriminate against colleagues, potential employees, clients or patients on the grounds of sex, marital status, race, age, sexuality, colour, nationality, ethnic or national origin, religion or disability.

DISCLOSURE AND BARRING SERVICE CHECK

All Solutions 4 Health employees either in direct contact with patients and/or with access to patient data are required to pass a Disclosure and Barring Service (DBS) check.

It is a requirement of this post that you undertake an enhanced DBS check, and you will be asked to complete and sign a Disclosure Form giving permission for the screening to take place. If you refuse to sign the form your appointment will not be progressed further.

SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN AND VULNERABLE ADULTS

Solutions 4 Health is committed to safeguarding and promoting the welfare of children and vulnerable adults. This is defined as protecting children and vulnerable adults from maltreatment, preventing impairment of their health or development and ensuring that their domestic and social circumstances are consistent with the provision of safe and effective care.

NO SMOKING POLICY

Solutions 4 Health has a No Smoking Policy, which does not allow smoking by staff or visitors on any of our premises.

Other Duties

The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties that may be required from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Information Governance

Employees of S4H must comply with the provisions of the Data Protection Act 1998. The post holder must not; either during the course of their employment, or following termination of their employment, disclose any information relating to service users or employees, or of the lawful business practices, of the organisation.

The post holder will be required, when and where appropriate to the role, to comply with the processing of requests under the Freedom of Information Act 2000.

The post holder must comply with S4H policies that protect the information assets of the organisation from unauthorised disclosure, modification, destruction, inappropriate access or use.

The post holder will be responsible for maintaining all clinical and/or corporate records that fall within the remit of this role to the standards in S4H's records management policies, and data quality processes and standards.

Health & Safety

Compliance with the Health & Safety at Work Act 1974 – the post holder is required to fulfill a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards, and a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions.

Safeguarding is Everyone's Business

S4H has a responsibility to ensure that all children, young people and adults are adequately safeguarded and protected. As a consequence, all S4H employees, temporary staff and volunteers are required to adhere to S4H safeguarding policies and procedures in addition to local and national safeguarding policies and to act upon any concerns in accordance with them.

For children you should be aware of your responsibilities detailed in the '4 Local Safeguarding Children Boards Child Protection Procedures' and for adults as detailed in the Care and Support Statutory Guidance issued under the Care Act (2014).

Training & Professional Development

The post holder will work within the NMC Code of Professional Conduct and demonstrate relevant professional development activities including CPD, clinical updates, attendance at Journal clubs and production of portfolios.

The post holder must attend any training that is identified as mandatory to their role.

Supervision

It is mandatory for all professionally qualified staff and clinical support staff to actively participate in supervision as an integral part of their professional development. Clinical Supervision will be monitored via agreed review and appraisal mechanisms.

Equality, Diversity & Human Rights

It is the responsibility of every person to act in ways to support equality and diversity and to respect human rights, working within the spirit and detail of legislation including the Equality Act 2010 and the Human Rights Act 1998. S4H is an equal opportunities employer and aims to challenge discrimination, promote equality and respect human rights.

Quality & Risk

S4H requires all of its employees to actively participate in quality improvement and risk management, both at a professional level and service level. The post holder will therefore be required to participate in quality and risk programs as an integral part of their position.

Confidentiality

S4H employees are required to exercise discretion and maintain confidentiality at all times.

The range of duties and responsibilities outlined above are indicative only and are intended to give an overview of the range and type of duties that will be allocated. They are subject to modification in the light of changing service demands and the development requirements of the post holder.

PERSON SPECIFICATION

Community Nursery Nurse 0-19 (25) Service - Slough

Essential Criteria:

Qualifications:

One of the qualifications below or equivalent

- BTEC National Diploma in Children's Care, Learning and Development.
- CACHE Level 3 Diploma in Child Care and Education
- NVQ Level 3 in Children's Care, Learning and Development

Knowledge:

- A good understanding of normal child development
- OFSTED
- Understanding of data protection, confidentiality and disability issues
- Healthy Child Programme (DH 2009)

Experience (general/specific):

- Assessing children's development and making referrals to other professionals as necessary
- Giving advice on topics such as weaning, toilet training, sleep routines etc
- Presenting skills either face to face or via technology

Skills / Values:

- Access to vehicle for work purposes.
- An imaginative and creative approach to planning activities and group sessions
- Good listening skills and powers of observations
- The ability to manage and prioritise your case load
- Confidence to work independently

Record keeping and Documentation:

- Basic IT skills
- Ability to keep clear and accurate records
- To adhere to the confidentiality guidelines

Personal:

- Assertive, honest and open
- Commitment to making services accessible for all members of the community
- Patience, empathy and ability to communicate in a sensitive manner
- Ability to communicate effectively with other disciplines and agencies
- Car driver in order to perform job in community

Desirable Criteria:

Experience of working with families where there is a Special Education Need or Disability