

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

JOB DESCRIPTION

Infant Feeding and Antenatal Coordinator Health Visitor/ Midwife 0-19 (25) Service - Slough

Employing organisation: Solutions 4 Health

Contract Type: Full time,

Salary: £32,525- £38,765 per annum depending on experience

Place of Work: Slough

Responsible to: Public Health Nurse Manager

Company Division: Healthcare

For further information please contact:

Closing date: 4th July 2019

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 offering an exciting new opportunity for an experienced Midwife or Health Visitor to join Public Health Nursing 4 Slough's new breast-feeding support team. The successful post holder will act as the lead for our breastfeeding and antenatal services within Slough's Health Visiting service, supporting a small caseload of women with all aspects of successful breastfeeding.

We are looking for someone who can use initiative, work as part of a team as well as autonomously and act as a professional role model and advocate for both the service and the community.

If you are an enthusiastic, fun, committed individual with a specialist interest in breast feeding and working with families to achieve positive outcomes then we would love to hear from you.

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. The post holder is expected to adhere to Trust policies and procedures and relevant legislation, the role will include (or be equivalent in nature to) those listed below:

- To deliver evidence-based information and advice regarding breastfeeding in clinics, family homes and other community settings.
- Complete breastfeeding assessments and develop care plans regarding continued breastfeeding under supervision with senior staff and families.
- To promote the service within the community.
- To deliver a joined-up approach to breastfeeding to ensure a seamless service.
- To work in conjunction with the infant feeding team to support local and national breast-feeding initiatives.
- To produce reports, collect data and support with relevant audits as required.
- To work with the team to provide education, skills and support to maintain a competent workforce in the delivery of infant feeding.
- To supervise and line manage a small team of Community Nursery Nurses.
- To attend regular breast-feeding training and study days as required.
- To act as a role model and support members of the team regarding breast feeding advice.
- To work collaboratively with the multiagency team to ensure best practice is achieved throughout the service.
- Reporting safeguarding concerns to Public Health Nurses and Safeguarding Lead
- To facilitate drop in clinics under the supervision of Public Health Nurses.
- To organize and facilitate antenatal parenting groups.
- Work flexibly to meet the needs of the local population, this will include some evening and occasional weekend work.

Planning and Organising

- Deliver health promotion relevant to local need.
- Plan, organise and implement activities or programmes under supervision of the senior management team.
- To organise and supervise practical skill reviews as relevant.
- Collect and prepare statistical information as required.
- Accept and allocate referrals from all voluntary and statutory agencies as well as self-referral from clients as appropriate.
- Be able to deliver presentations to different age groups.
- Manage own workload, reporting issues to the Clinical Team Leader, when difficulties arise.

Clinical

- Provide support to breast feeding mothers.
- To work in partnership with clients and other groups to assess, plan, implement and evaluate individuals, families and group health care regarding breastfeeding need.
- To attend antenatal contacts as required.
- To support staff facing particular clinical challenges relating to infant feeding and evaluate accordingly.
- Ensure that confidentiality and the rights of consent are upheld, and all 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 and timely records and templates (CarePlus).

Additional Information

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.

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 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.

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.

Occupational Health Clearance and Immunisation

The post may be subject to Occupational Health clearance, and immunisation against certain diseases may be required. These will be discussed with you during the recruitment process where applicable.

PERSON SPECIFICATION FOR - Infant feeding and antenatal coordinator
Health Visitor/ Midwife

Description	Essential	Desirable	Assessment
Qualification			
Registered midwife or health visitor with infant feeding support experience	√		C
Full driving UK licence	√		C
An infant feeding qualification e.g. UNICEF or IBCLC (International Board Certified Lactation Consultant)		√	C
Knowledge and Experience			
Experience of working in community settings	√		A/I
Understanding of policies research relating to and organisations such as UNICEF and WHO	√		A/I
Ability to participate/ facilitate group and project work	√		A/I
Experience of facilitating training to staff		√	A/I
Experience of supervising staff on shift		√	A/I
Experience in supporting breast-feeding mothers	√		A/T
Good understanding of public health agenda and healthy child programme		√	A/I
Experience of audit		√	A/I
Presenting skills either face to face or via technology		√	A/T
Experience of dealing with confidential and sensitive data and appropriate maintenance and storage of records	√		A/I
Skills and Capabilities			
Good listening skills and powers of observations	√		A/I
Excellent attention to detail with ability to	√		A/I

input data accurately and good attention to detail in all aspects of work.			
Ability to work under pressure in a busy working environment and able to multi-task.	√		A/I/T
Ability to communicate effectively with other disciplines and agencies	√		A/I
Escalating problems or issues at an early stage to ensure they remain in control	√		A/I
Flexible approach to role, commitment and ability to learn new skills	√		A/I
An imaginative and creative approach to planning activities and group sessions	√		A/I
Equality and Diversity			
An understanding of and commitment to equality of opportunity and good working relationships.	√		I

***Assessment will take place with reference to the following information**

A = Application form

I = Interview

C = Certificate

T = Test