

The Sussex Beacon

Job Description

Job Title: D Grade equivalent Registered Nurse **Location:** The Sussex Beacon

Hours: Full Time (rotation onto nights)

Salary: £21,318 - £24,831 per annum inclusive of enhancements for shift work

Internal Relationships:

- Responsible to: E Grade Team Leader
- Responsible for: Charge Nurse
- Close working relationships with all staff and volunteers.

External Relationships:

- NMC

Summary of Primary Functions of the Job / Role Purpose:

- To deliver high quality care to clients on the Residential Unit within a framework of national standards and professional practice.

Key Result Areas / Specific Duties and Responsibilities:

(A) Client Focus/Respecting diversity/Clinical Responsibilities

- To manage a caseload of clients, as directed by the shift coordinator.
- To assess, plan, implement and evaluate care for individual clients.
- To develop comprehensive care plans in conjunction with individual clients and in line with unit standards.
- To maintain accurate documentation for all client records.
- To deliver high quality care which is research based and in line with best practice.
- To administer medication in accordance with Sussex Beacon policy and procedure guidelines, and within the scope of professional practice and regulations.
- To participate in multi-disciplinary care of Clients on the Residential Unit
- To plan effective client discharge for individuals, in liaison with appropriate statutory and voluntary agencies/professionals.
- To assess clients for admission to the Residential Unit, as directed by the shift coordinator and in line with the scope of own practice and experience.

(B) Teamwork and Flexibility/Management Responsibility

- To be fully conversant with all policies and procedures within the Sussex Beacon and ensure adherence to these.
- To report to the senior nurse on duty/on-call any concerns about professional practice on the unit or clinical care issues that are unclear or outside of own limitations or experience.

Educational Responsibilities:

(A) Commitment to Learning & Development/Educational Responsibility

- To undertake statutory training in order to carry out the role.
- To participate in teaching programmes for the Residential Unit and within the organisation as a whole as appropriate.
- To keep professionally updated within the speciality of HIV and current associated issues for the client group on the Residential Unit.
- To take responsibility for own learning and development outside of statutory requirements and in liaison with the nursing management team as necessary.
- To work with the Residential Unit team as necessary in order to ensure that the educational/development needs of both clients and staff are met.

[B] Integrity/Professional Responsibilities

- To practice within the Nursing and Midwifery Council code of conduct (NMC 2002) and National Care Standards Commission regulations/standards.
- To undertake own professional development initiatives specific to individual needs as identified in conjunction with senior team members.
- To promote professionalism within the team by example and by maintaining professional standards on the unit.

General

- Make use of managerial support and supervision
- Access appropriate training and development opportunities.
- Work as an effective team member within the clinical team and wider Sussex Beacon team.
- Maintain confidentiality and professional boundaries in dealing with sensitive information pertaining to staff, clients and supporters.
- Work in accordance with The Sussex Beacon policies and procedures.
- Undertake any other duties that may within reason be required from time to time.

This list is not exhaustive and the post holder will be expected to demonstrate a flexible approach and the ability to carry out the responsibilities of the role in accordance with the needs of the Sussex Beacon.

The post holder may be required to carry out other tasks within the remit of this role and the Sussex Beacon reserves the right to adapt this job description in consultation with the post holder.

Job description prepared/updated by: Date

Manager

Signature of post holder:..... Date

The Sussex Beacon

Person Specification (role requirements)

Job Title: D Grade Nurse

Location: The Sussex Beacon

Essential Criteria

Education and Qualifications

- Good general educational background
- Excellent standard of general education
- Registered Nurse – general / mental health
- Evidence of professional/personal development essential.
- Specialist HIV/mental health experience an advantage

Experience

- Post registration experience
- Demonstrable interest in HIV/Sexual Health nursing or mental health issues essential.

Key Skills and Competencies

- Excellent team working skills required.
- Demonstrable ability to take initiative in both familiar and unexpected situations.
- Ability to take direction in order to progress in own development.
- Excellent organisational skills
- Ability to plan and balance priorities
- Excellent written and verbal communication skills
- Presentation skills
- Numeracy skills
- Ability to cope with conflicting priorities

General

- Must be fit to undertake the requirements of the role.
- Must be able to work within the Sussex Beacon philosophy and values.
- Must have a comprehensive understanding of confidentiality within the organisation as a whole.
- Must be able to work within professional boundaries (i.e. client work)
- Must be able to interact effectively and responsively with other departments.

Attitude and approach

- A creative and proactive approach to all areas of work.
- Flexible and adaptable approach to work demands.
- Commitment to Sussex Beacon work culture and ethos
- Commitment to delivering a high quality service
- Strong team working orientation, with the ability and social skills to work collaboratively with Heads of Department and staff at all levels
- Ability to work and apply rules and regulations with tact and diplomacy.
- Commitment to equal opportunities and a proven ability to work within a diverse work culture.
- High degree of flexibility required as working unsociable hours may sometimes be required.