



JOB DESCRIPTION	
Job Title:	Nursing Associate
Hours of Work:	Up to 37.5 hours per week Working flexibly over 7 days
Base:	Barnsley Hospice, Gawber
Department:	IPU
Accountable To:	IPU Sister
Responsible For:	The Nursing Associate will work as part of the nursing workforce, supporting the Registered Nurses to deliver high quality, person centred, compassionate care to patients. The Nursing Associate will deliver and monitor planned care under the supervision of a Registered Nurse.
Job Purpose:	The Nurse Associate will work as part of the MDT delivering planned care to a group of patients, working within the scope of the Nurse Associate Role. Working effectively as part of the MDT, they will provide support/guidance to less experienced staff/learners within the clinical team as needed and delegate care if appropriate. Supervise and support care assistant, volunteers and students as appropriate.
Organisational Summary	<p>Barnsley Hospice is a charity that provides specialist palliative and end of life care to hundreds of local people and those close to them each year. Our main priority is to achieve the best possible quality of life for people living with a life-limiting illness, whilst supporting those close to them during the period of illness and bereavement. As a specialist care provider, the range of skills we offer include, pain and symptom management, emotional support and end of life care. The hospice currently employs about 100 people and has a team of volunteers, based both at the hospice and within our Retail Hub.</p> <p>We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. We particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQIA+ candidates and candidates with disabilities because we are committed to increasing the representation of these groups at Barnsley Hospice.</p>
Main Duties & Responsibilities:	
Key Duties and responsibilities Quality (includes safety/experience/effectiveness) <ol style="list-style-type: none"> 1. To provide and coordinate compassionate, safe, effective clinical and therapeutic care to a caseload of patients as delegated by the Registered Nurse/regulated practitioner 2. To recognise changes in patients' conditions which may require the intervention of others and ensure that timely referrals are made or escalation procedures are followed 3. Responsible to collect, collate, evaluate and report information, maintaining accurate patient records in all formats, including written and electronic patient information systems 	

4. To accurately undertake risk assessments using approved documents and assessment tools. Use agreed patient protocols, standard operating procedures clinical guidelines which reference actions in accordance with the outcome of risk assessment
5. To act as an advocate for patients, ensuring that any barriers to patients' opinions and wishes are challenged and patients' dignity maintained

Governance & Leadership

1. Demonstrate leadership and act as a role model to junior or less experienced members of the team.
2. Ensure Barnsley Hospice's policies relating to the security, control and administration of drugs, are adhered to in line with NMC guidance.
3. Take responsibility for the coaching/training of healthcare assistants and where appropriate, volunteers and students.
4. Co-ordinate a team of care assistants and where appropriate, volunteers and students
5. Undertake the ongoing supervision of an identified group, such as care assistants and/or volunteers

Workforce Development & Professional Standards

1. Recognise issues relating to safeguarding vulnerable adults and report any problems or raise concerns to the Registered Nurse.
2. Engage in supervision & reflective practice, promoting opportunities for increased self-awareness and learning.
3. To be second recorder for controlled drugs.
4. Undertake various nursing skills once completed agreed Nurse Associate competencies
5. To maintain accurate healthcare records, written and computer based, liaising with community colleagues and in line with organisational policy and professional requirements
6. Monitor and care for patients receiving oxygen therapy as directed by the Registered Nurse
7. Develop and maintain competency to undertake clinical skills to enhance the delivery of patient care, such as measuring, monitoring and recording of patient observations, reporting adverse signs to the Registered Nurse/medical team
8. Perform and record blood glucose levels using the correct equipment
9. Perform and record urine testing as per organizational policy, reporting and adverse signs to the Registered Nurse/medical team
10. Assist in the administration of non-controlled drugs once deemed competent to do so.
11. Perform and record clinical observations including blood pressure, temperature, respirations, pulse.

General

Other Responsibilities
<ol style="list-style-type: none">1. To undertake any other duties, commensurate with the role as required by the Hospice.2. To act as an ambassador of the Hospice, maintaining honesty, integrity and trustworthiness at all times.3. The post holder will be expected to maintain strict confidentiality at all times.4. The post holder will ensure that they are aware of and apply health and safety and fire precautions.5. The post holder will ensure that clinical risk management and safeguarding procedures and relevant good practice guidelines are followed at all times.6. The post holder is to ensure data protection is maintained at all times.7. The post holder will be flexible in terms of working hours in order to meet service needs.8. The post holder will support the Hospice as required, across the range of duties as appropriate within the grading of this post. In the context of rapid and ongoing change within the Hospice, the above responsibilities represent the current priorities and requirements for the post. These priorities will develop and evolve over time. Any significant changes will be the subject of full communication and consultation with the post holder.

This job description is not an exhaustive list but it shows many of the aspects to this role.

PERSON SPECIFICATION	
Knowledge and educational achievements:	
<ul style="list-style-type: none"> Registered Nurse Associate on the NMC register Nursing Associate Level 5 Foundation degree GCSE Grade A-C in Maths & English or skills level 2 Maths & English or equivalent 	Assessment method – application and interview
Experience and work achievements:	
<ul style="list-style-type: none"> An understanding of the role of the Nursing Associate within the organisation and how this may contribute to service development A good understanding of palliative care Experience of working within palliative and end of life care Experience of working in teams under appropriate supervision as part of the multi- disciplinary team Ability to support, delegate and supervise, assess and act as a role model to colleagues and learners within the work environment 	Assessment method – application and interview
Skills and abilities:	
<ul style="list-style-type: none"> Excellent communication and interpersonal skills Excellent organisational skills Commitment to ongoing personal and professional development Ability to work well within an MDT Ability to mentor students as Practice supervisor 	Assessment method – application and interview
Personal attributes:	

<ul style="list-style-type: none"> • Strong commitment to the ethos and values to Barnsley Hospice and to the delivery of excellence in all aspects of care provision • A strong commitment to equality in service provision recognising the diversity in Barnsley • Credible nursing associate with the ability to instil confidence. • Communication skills and interpersonal style that engage, motivate, inspire and enthuse staff and volunteers. • Demonstrates a strong commitment to the value of teamworking. • Ability to monitor high standard of nursing care • Flexible and adaptable in your work. • Value honesty and integrity. 	<p>Assessment method – application and interview</p>
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Our Values and Behaviours:	
<p>Ambition: <i>We aim high and look for ways to improve ourselves, our services, reach more people and play a leading role.</i></p> <ul style="list-style-type: none"> • We set high standards for ourselves and the services we provide. • We seek every opportunity to learn: from our successes and our mistakes. • We take a flexible and creative approach when seeking opportunities and solutions. <p>Collaboration: <i>We are inclusive and work in partnership with others to achieve shared goals and get the best outcome possible.</i></p> <ul style="list-style-type: none"> • We value diversity in its broadest sense and take meaningful action to create an inclusive environment. • We seek out and nurture partnerships so we can achieve more together. • We are welcoming and friendly. <p>Compassion: <i>We are caring and treat everyone with kindness and respect.</i></p> <ul style="list-style-type: none"> • We show empathy and consideration towards others. • We are genuinely caring and respectful in our interactions with others. • We are generous with our time and attention, and value the people around us. <p>Integrity: <i>We are honest, communicate clearly and openly, and take responsibility.</i></p> <ul style="list-style-type: none"> • We are open and honest with ourselves and others. • We are trustworthy and reliable and deliver on our promises. • We are professional and take our responsibilities seriously. 	<p>Assessment method – application form and interview</p>