

Job Description



Job Title: Nurse

Salary / Grade: A29 – A32

Department: Nursing

Immediate Line Manager: Nursing Manager

Date: June 2022

Main purpose and scope of post

To provide a nursing service to support students with their medical requirements and to promote their wellbeing. To educate and train staff to optimise their performance in areas of health. In partnership with the students and staff this will include:

- Assisting students to develop ownership of their health needs.
- Providing a high standard of training to students to maximise their independence in areas of health and support them to progress effectively.
- Ensuring safe and effective practice within the college health team, providing clinical supervision, management and training to staff across the college.
- Acting as a key point of contact for parents and other health care professionals.
- Ensuring accurate assessing, planning and evaluation of nursing needs are met.

Responsibilities and accountabilities – General

- Contribute to the development and maintenance of a positive culture that embeds the College's values and beliefs, and ensures that students and staff feel valued, safe and supported
- Be a role model for outstanding employability skills and practices
- Present a positive, "can do" attitude and take personal responsibility for own actions
- Commit to a culture of continuous improvement and ensure that own contribution to the role and the College is of a very high standard
- Represent the College positively and effectively in all dealings with external partners, parents, stakeholders and agencies
- Take responsibility for actively participating in the appraisal process and own continuing professional development arising from that process and on-going feedback
- Be responsible for taking all appropriate measures to safeguard young people and promote their welfare and actively promote Equality & Diversity in the College
- Support learners to improve their maths and English skills through everyday experiences

Job Description

Responsibilities and accountabilities – Detailed

- To practice in accordance with the Nursing and Midwifery Council Code of Professional Conduct and Scope of Professional Practice, maintain own NMC registration and meet the requirements of the Care Standards Act 2000.
- To maintain and enhance personal professional development in accordance with guidance from regulatory and professional bodies.
- To work as part of a multidisciplinary team maintaining effective communication methods to facilitate information with other disciplines and professionals.
- To demonstrate clinical competence.
- To plan and deliver safe sexual health and relationships training and support.
- To contribute to developing training packages tailored to meet the needs of the staff and to evaluate the effectiveness of these and revise them accordingly.
- To observe staff under direct supervision in carrying out clinical procedures and assess their competency annually or as required.
- To assist students to build on their strengths in health related issues and to overcome personal limitations.
- To ensure all staff receive the mandatory training related to medical issues and identified staff receive specialist training in procedures that are identified for individual students.
- To attend student reviews when required and maintain accurate records and produce accurate and legible reports when requested.
- To interview prospective students on a monthly basis to assess and evaluate their needs and identify any training required.
- To ensure that the nursing care and service that is delivered is compliant with the CQC's standards.
- To provide advice and support on the registration of all residential students with a GP of their choice
- To liaise with GP's, hospital doctors/departments, counselling services and other health care professionals outside College as and when necessary
 - To be responsible for initiating ordering and ensuring safe custody and proper use of supplies.
- To promote the values and principles of a person centred approach ensuring that all the students are offered choice and opportunity in their health care needs.
- To be responsible for providing and safeguarding the welfare of the students.
- To work on own initiative and organise and prioritise workload effectively.
- To undertake individual student risk assessments.
- To complete and update care plans effectively.

- Be responsible for developing and maintaining skills and knowledge to competently perform own role through research and training as identified during the appraisal process and on-going feedback.
- Contribute to the development of and comply with College policies and procedures and update as necessary.
- Carry out medication audits on a weekly basis.
- To order, receive and book in medication on a monthly basis and to generate MAR sheets for individual students.
- To support students who wish to self-medicate based upon a criteria of assessment.
- Carry out any other reasonable duties requested by line manager.

Person Specification



Job Title	
Reports to :	

Selection Criteria* A= Application Form I = Interview T = Test/Personality Profile	Essential or Desirable	Method of Candidate Assessment A, I or T
Experience/Knowledge		
1. Knowledge and understanding of the health needs of disabled young people	Desirable	
2. Sufficient experience to demonstrate the ability to cope with a wide range of physical health issues	Essential	
3. Previous experience of working in a special education setting	Desirable	
4. Minimum of three years nursing experience	Essential	
Educational/ Vocational Qualifications		
1. Level 2 literacy and numeracy <i>If this cannot be evidenced, or you do not hold this qualification, you will be required to undergo an online assessment as part of the interview process to confirm you are able to operate at this level.</i>	Essential	
2. RGN Nurse with current registration with the Nursing and Midwifery Council	Essential	
Skills		
1. The ability to develop positive working relationships with individuals at all levels (internal and external) to promote the College	Essential	A, I
2. Good organisational and time management skills	Essential	A, I
3. A systematic approach to work with good problem solving skills	Essential	A, I
4. The ability to work effectively in teams and a commitment to understanding the roles and responsibilities of other staff	Essential	I
5. The ability to clearly demonstrate understanding of safeguarding responsibilities and a commitment to promoting the welfare of young people	Essential	I

Approach

1. A positive, respectful, honest, flexible and proactive attitude	Essential	A, I
2. A strong commitment to learner success, progress, independence and achievement	Essential	A, I
3. A commitment to excellence and continuous improvement	Essential	A, I
4. The determination to promote equality and diversity throughout all aspects of College life	Essential	A, I
5. Be an outstanding role model for employability skills	Essential	I

Prepared by**Date**
June 2022

*The selection criteria are for guidance only and alternative methods may be used to assist the selection process.