

**GreenSquareAccord  
Care and Support  
RMN Nurse  
Job Description**

**Location:** Victoria Court

**Accountable to Executive:** Director of Health, Social Care and Support

**Responsible to:** Registered Manager

**Hours:** Full/part time as specified, including shift working, some nights, weekends and Bank Holidays.

**Statement of Service Purpose**

**Mental Health Services**

To support customers with Mental Health needs and behaviours that challenge to maximise their potential and lead ordinary lives and to move into the community in line with the service objectives and customer statement. The qualities required of the post holder are numerous and include excellent leadership and communication skills together with an understanding of changing emotional and physical needs. You will undertake staff supervision and identify own/others development needs, whilst managing change and people. As a Clinician you will be responsible for providing and supporting the delivery of evidence based and clinically effective practice. The service provides holistic care and support to customers to rehabilitate into the local community.

**Key Responsibilities**

**Customer:**

- Lead and manage the support team to deliver quality service outcomes for customers, supporting customers in all aspects of their daily living in a manner that supports rehabilitation.
- To be responsible for the effective delivery of care and support services that promote choice and independence; actively engaging customers in making decisions about their life.
- To establish robust communication networks with the customers, their carers other members of the multi-disciplinary team as well as other

agencies, and the whole health economy involved in the care of the customer.

- To ensure the effective management of risk; ensuring services are responsive to changes in need and coordinated effectively with other agencies.
- To ensure all service delivery meets the requirements of the customer, and is delivered in line with the contractual obligations agreed with the Local Authority Commissioning Body, CCG and legal obligations.

### **Clinical:**

- To maintain NMC registration and adhere to the NMC code of conduct. To ensure that you have effective clinical skills by using current evidence based practiced. You are responsible for continuously improving your own knowledge, following Revalidation guidelines.
- To provide clinical advice commensurate with professional background. To lead by example promoting staff motivation thereby ensuring that high standards of professional behaviour and appearance are maintained at all times. To be responsible for the overseeing of assessment of care/support needs and the development, implementation and evaluation of programmes of care/support for customers in Victoria Court.
- To demonstrate ongoing personal development through participation in internal and external development opportunities, audit, research and publications.

### **Management:**

- Provide effective management to the scheme, ensuring you are an active participating member of the team providing a clear vision and an example of inspiring leadership and support to all staff and customers.
- In the absence of the manager assume responsibility for the management of daily operational responsibilities on a rotational basis. To ensure the smooth running of the service, within the defined policies, procedures, standards and protocols of GreenSquareAccord Care and Support, to ensure delivery of a high quality service.
- To participate in the selection, supervision and appraisal of staff.
- To participate in out of hours On Call provision where required on a rota basis.

## Service

- To develop and manage the relationship with the Local Authority & CCG Staff ensuring that the GreenSquareAccord brand is constantly in the public domain and that we contribute towards achieving the preferred partner status in all Local Authority areas.
- To take ownership and coordination of all aspects of service delivery in addition to care and support including, housing management, maintenance, housekeeping, and general well being of the customers.
- To work in partnership with the relevant Managers Team and the Care and Support Locality Manager to achieve the objectives of the Business Plan and contribute and implement future strategies which supports the expected growth of service delivery to both existing and new customers.
- Ensure that monitoring and regulatory returns are completed and comply with GreenSquareAccord policies and procedures, and CQC and contract standards; working within the principles of Quality and Continuous improvement.
- Develop and implement effective working relationships across the organisation to promote the scheme, the service provision, the staff and to engage and understand fully the benefits of working together to ensure the smooth running of the scheme at all times.
- Ensure that accurate and up to date customer, staffing, financial and other relevant service records are maintained.
- Ensure customer files, reports care and support plans and other written documents are accurately completed and understandable.
- Ensure that confidentiality of records and information relating to customers and staff is maintained in accordance with GreenSquareAccord's Confidentiality Policy.
- Ensure compliance with all regulations related to the service both internally and externally, and monitor and achieve continuous improvement on all aspects of Health and Safety for customers, stakeholders, and staff. Although not exhaustive, this includes:
  1. Minimise risk to service users, self, the team and others including visitors by undertaking formal risk assessments and maintaining accurate records.

2. Ensure the safety and security of the building, including visitors while on duty.

3. Comply with all health and safety guidance in respect of food hygiene, lifting and handling, the handling and storage of medication, cleaning and chemical storage and other relevant legislative requirements.

## **General**

- To act in a professional manner at all times; working in line with GreenSquareAccord policies and procedures and the NMC Code.
- To undertake any other duties commensurate to your role, when required, for the needs of the service an

## **Person Specification**

### **Experience**

- Demonstrable experience of working with adults within the specified client group
- Experience of supporting and motivating a staff team
- This post holder must have either of the following qualification RNMH
- Minimum of one years post registration
- Experience of budgets; preparation and management
- Experience of working in partnership with other agencies and building positive working relationships with key stakeholders and regulators
- Experience of reviewing, monitoring and evaluating care and support delivery

### **Knowledge**

- Working knowledge Health and Social Care (Regulatory Activities) Regulations 2009 Valuing People Now Safeguarding Care Quality Commission ((Registration) Regulations 2009
- Understanding of Person Centred Planning
- Managing health and safety, monitoring and reviewing risk assessments
- Full understanding of NMC and the code of conduct as outlined by the NMC Fitness to practice Standards.
- Working Knowledge of the Mental Health Act 1983

### **Key competencies:**

## **Communication**

- Able to demonstrate good verbal and non verbal communication skills
- Customer requirements including the use of sign/ supportive language
- Ability to write letters and reports and to maintain accurate records

## **Working with others**

- Ability to work proactively within the community to build relationships with work colleagues, voluntary and statutory agencies, customers and their families and to build trust and confidence

## **Leading and managing the team**

- Able to work on own initiative be proactive, juggle competing demands and problem solve
- Able to lead the team by example undertaking team tasks and “mucking in”
- Able to undertake staff supervision, induction, training and appraisal

## **Education and training**

- RNMH
- Teaching and assessing in clinical practice 998/ 730 to working towards

## **Other**

- Able to work flexibly including evening, nights, weekends & bank holidays
- Demonstrable interest and enthusiasm for working with people within this client group
- Maintain up to date PIN registration