

**Responsible to:** Deputy Nurse Manager, overall responsible to Home Manager.

**Responsible for:** Assistant Managers, Senior Care Assistants & Care Assistants.

## Overall aim of the job:

Lead a team of carers to support and care for residents who reside within the home,

- Oversea the clinical needs of residents by adopting a person-centred approach.
- Deliver and lead by example to deliver high quality care to residents in a dignified manner.
- Work to the NMC code of conduct and scope of practice and company policies and procedures.
- To actively assist, maintain & promote the Coverage Care values:
  - Support and listen to you
  - Use and open, honest culture
  - Put you at the heart of our service
  - Ensure you feel safe
  - Respect your life choices
  - Be kind and compassionate

The post holder will work a two-week rolling shift pattern, including working alternate weekends. Dependant on how the rota falls there will also be a requirement to work bank holidays too.

## Specifics of the role

Take responsibility for clinical nursing care for your unit/s from receiving handover information, monitoring and updating care plans, ensuring that residents are monitored where their needs require this and appropriate clinical intervention is provided as per the care plan/GP/Consultant advise.

To administer medication for service users in line with NMC & company policy & procedures relating to the ordering, administration, storage, and control of controlled drugs.

To take the clinical lead with residents in respect of tissue viability, pressure relief, nutrition, continence, and wound management ensuring that the care team understand and are informed on how to deliver this where appropriate.

Ensure residents choice, dignity and inclusion is respected by you and your team when delivery care and support.

To individually, and as a team member, seek to identify & promote improvements, lead the care team to embrace new procedures to support continual improvement as agreed by the Home Manager.

To work with the nursing and care team to set standards for care, informed through evidence based practice, and act as a role model at all times.

To liaise with GP, chiropodist, occupational therapist, physiotherapist, and external clinical advisors as required.

To facilitate the admission and discharge of service users – liaising with other agencies to ensure continuity of care between hospital and community.

To build and maintain good relationships with service users and their relatives, displaying good communication & listening skills, to ensure they are provided with an effective communication network & next of kin is informed of significant changes in a service user's condition as appropriate.

### Other responsibilities to include:

- Regular attendance to home, team, and nurse meetings.
- Keep up to date with new procedures relevant to your role.
- Work in line with Health and Safety procedures appropriate to your role in line with eh H&S policy.
- Ensure confidentiality of both residents, staff and company information in both written and verbal form.
- Ensure you and your team's delivery is anti-discriminatory and culturally sensitive with regard to race, religion, culture, language, gender, sexual orientation, age and disability.
- To actively market Coverage Care and promote a positive, personal & professional profile, always ensuring the good reputation of the organization

What experience do I need?	What Qualifications do I need?
<p>Experience of working as an RGN/RMN with a minimum of 1 years' experience in a health &amp; social care setting including working with people with dementia.</p> <p>Experience of administering medication using a computerised system</p> <p>Experience of supervising and developing others developing others.</p> <p>Experience of leading a small teams and delegating tasks appropriately whilst maintaining motivation.</p>	<p>RGN/RMN Qualification with Active PIN</p> <p>Completion of re-validation as appropriate</p> <p><b>What Training will I receive?</b> You will complete our mandatory clinical training and updates appropriate to your role</p> <p>Emergency First Aid (3-day course). Risk assessment Manual handling training</p>
What skills do I need?	What characteristics best suit the role
<p>Think on your feet and respond to situations with a calm and planned approach.</p> <p>Pass you knowledge to others and lead by example.</p> <p>Have sound leadership skills from experience</p> <p>Sound and clear communicator both in written form and verbally</p>	<p>Caring and sensitive nature who is Open and approachable.</p> <p>Robust and able to lead with confidence</p> <p>Comfortable to work as part of a team at the same time as leading the team</p>

### **Please Note**

The duties in this job description are not exhaustive, but instead, are representative of the type of work required in the post. The post holder will, therefore, be required to undertake other duties deemed appropriate and consistent with the purpose of the job.

The job description & person specification are revised periodically and amended, as necessary, to ensure that they meet the needs of the service.

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I acknowledge the receipt of the above job description:

**Name:**

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**Signature:**

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**Date:**

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## Employee Benefits

Coverage Care Services Ltd currently offer all employees the following Employee Benefits alongside their standard terms & conditions:

### Training Opportunities

- Full Induction Plan (which includes full training & shadow shifts).
- Ongoing Training & Development Opportunities throughout your career (see additional handout).

Support to complete professionally recognised sector based qualifications including:

- CQC Care Certificate.
- Level 2 & 3 Diploma Qualification.
- Level 5 Diploma Qualification (managers only).

### Employee Assistance Programme (EAP)

- Telephone Counselling.
- Medical helpline.
- Face to face counselling.
- Support for managers.
- Debt, financial & legal information.
- General citizens information including guidance on personal/family crisis, relationships, finance, buying a new home, staying healthy, illness & retirement.

### Work Life Balance

- Set 2 week rolling rota pattern to include alternate weekends.
- Paid Breaks.

### Initial Benefits as a New Starter & throughout employment

- Free Uniform.
- No charge for initial DBS check.
- Subsidised meals whilst working on shifts.

### Additional Benefits

- Leisure Savings with Telford & Wrekin Council.
- Subsidised Meals.
- Access to Paycare 4work: A great way to reclaim money spent on everyday Healthcare & access to invaluable health and wellbeing services.

## Salary

- Competitive Pay & the National Living Wage applies to all staff members (including those aged under 25).
- Recognition of Qualifications – we operate a pay differential for qualified and unqualified staff.
- Weekend enhancements.
- Long Service Recognition.
- Pension.

## Why Work For Us

Have you ever wondered what it would be like to have a job that gives you something back, where you see the results of your work and it feels meaningful, if so, why not consider a position with us?

### Do you...

Have a Caring, Sensitive & Approachable nature? Are you Compassionate, Patient & Empathetic in your approach to work? Do you have a desire to make a difference to the lives of the people you support?

If so, a role with Coverage Care Services Ltd could be the role for you!

### Who are we...

At Coverage Care we aim 'to make the use of care services a positive, timely & rewarding choice' for everyone. Coverage Care is a 'Not for Profit' organisation, which means although we still have to make a profit each year, the profit we make is reinvested back into the business to improve our services and does not go to shareholders or investors.

Coverage Care Services Ltd have 14 homes in the Shropshire region, specialising in Residential, EMI & Nursing care, we pride ourselves on being present and serving the local communities in the county.

### What we will do to support you...

**At the beginning...** you will receive a detailed & thorough induction programme, during which you will be shown how to do your job by experienced staff who have experience and can guide you to gain a clear understanding of how we provide effective support.

### It doesn't stop there...

- We have an in house training team who provide mandatory and regulatory training and then a full range of skill specific additional training opportunities tailored to meet Coverage Care requirements, see additional Training Handout.
- You will receive timely support from your supervisor who will discuss your development, not just your training but how you are developing "on the job" too. You will be encouraged to be actively involved in your development and understand your career options.
- If you are someone that likes the idea of extending your responsibilities and would like to become a leader there are lots of opportunities and support to do this. We have leader development programmes and lots of helpful training modules developed to enhance your leadership skills such as supervision, disciplinary, grievance, appraisal, interview techniques to name but a few.

- Leadership and promotion is not for everyone and we acknowledge that employees who continue to deliver excellent care are the backbone of our organisation so we are keen to support these individuals to update their skills and promote new techniques to enhance our services.
- We offer a competitive employee benefits package, see additional Employee Benefits Handout.

### In addition to in-house support within the homes, we also offer employees...

**HR Support...** We like to think that if you have a problem with your employment we have people who can help you resolve it, if resolution is not found in home then we have a HR team who can advise and resolve issues fairly.

HR Clinics are run in each home on a quarterly basis, in addition to a daily (Monday-Friday) HR Support phone line, we believe that unhappy employees are not effective and encourage employees to “speak up” so that we are aware and can find a resolution.

**External Support...** We also offer all employees access to an Employee Assistance Programme, provided by Sovereign Health Care. Full details of what this support package includes are on the Employee Benefits Handout (separate).

If you have read the above and think along the same lines as we do...  
Why not apply?

[www.carehomejob.co.uk](http://www.carehomejob.co.uk)