

## **The Newcastle upon Tyne Hospitals NHS Foundation Trust**

### **Job Description**

#### **1 Job Details**

<b>Job title</b>	Midwife
<b>Band</b>	6
<b>Directorate</b>	Women's Services
<b>Ward/Dept Base</b>	Hospital/Community
<b>Hospital site</b>	RVI

#### **Essential Requirements**

- Registered Midwife
- Experience as a Midwife leading to autonomous practice
- Completion of Preceptorship Programme or equivalent or equivalent experience
- Basic IT Skills
- Driving licence if working in community

#### **Desirable requirements**

- Evidence of ongoing professional and personal development to diploma/degree level
- Recognised teaching/assessing qualification
- Meet NMC requirements for mentorship

#### **2 Job Purpose**

- Develop, in conjunction with the women, a programme of individualised, holistic care, taking cognisance of social, physical, psychological and cultural needs
- Works autonomously within NMC, Trust & Directorate Guidelines to provide total continuity of care/carer to a defined number of women.
- Lead professional for low risk women

#### **3 Dimensions**

- Contributes to the provision of high quality midwifery care and the appropriate use and development of resources. Suitable post for an individual wishing to develop and expand general or specialist knowledge and skills.
- Lead professional for low risk women.

#### **4 Organisational arrangements**

**Reports to:** Senior Midwife/Line Manager

**Professionally accountable to:** Head of Midwifery/Directorate Manager

**Organisational Chart**                      See attached sheet

- Undertake the day to day organisational, clinical and human resource management within the area of practice. This will occur both in the presence or absence of the Senior Midwife.

## **5 Knowledge Training and Experience**

- In addition to the essential requirements of the role the post holder is required to maintain and improve prior knowledge, skills and competence to ensure the delivery of evidence based practice.
- Maintain standards of conduct to sustain public confidence in accordance with the NMC Code of Professional Conduct, Midwives Rules, Midwives Code of Practice and Trust Policies
- Maintain a professional portfolio
- Identify individual, professional/personal development needs ensuring these are brought to the attention of your immediate Line Manager to assist in the formulation of your personal development plan (PDP)
- Review all elements of midwifery practice continuously seeking to develop and update skills required to fulfil the position
- Adhere to Trust and Women's Services Directorate policies and procedures
- Attend annual mandatory lectures as defined by the Trust and Women's Services Directorate

## **6 Skills**

### **Communication and Relationships**

- Liaise effectively with midwifery and obstetric colleagues at all levels including Primary Health Care Teams and Multi Professional Agencies to achieve optimum levels of midwifery care
- Communicates with women and families to ensure their active involvement in the planning of their pregnancy, birth and postnatal care where English may not be their first language or there may be barriers to understanding. This communication may be of a sensitive and complex nature e.g. when dealing with child protection issues and poor prognosis of pregnancy
- Advise on promotion of health and prevention of illness based on current research supported by existing local and national policy frameworks
- Support women with feeding choices taking cognisance of the need to encourage and sustain breastfeeding locally.

### **Analytical and Judgemental Skills required for the post**

- Will be expected to take and interpret clinical information and apply this to ensure individual woman's needs are met.
- Identify and take appropriate action in relation to child protection issues liaising with relevant leads and agencies.
- May be the first point of contact for a complaint or incident and will ensure that this is appropriately reported in a timely manner. Adhere to Trust policy and procedure in relation to the reporting of complaints, adverse clinical incidents and

- accidents assisting with any subsequent investigation, if required
- Participate in the on-call rota as required, dependant upon area of work.
- Facilitates the delivery of low risk care to women where appropriate and to recognise when this should be transferred to obstetric care.

### **Planning and Organisational skills required for the post**

- As defined in the job purpose, the post holder will be responsible for assessing, planning, delivering and evaluating clinical care.
- Assess and organise own workload effectively. Have regard for the workload and pressure on colleagues, supporting and assisting as required.
- Responds appropriately to unexpected events.
- In conjunction with Senior Midwife, Maintain service delivery at all times
- May be required to compile off duty rotas

### **Physical dexterity skill requirements**

- Translates theory into the practical delivery of care which may involve a range of practical tasks. Dependant upon clinical area this may include assisting women in labour, assisting with breast feeding, perineal suturing, intravenous cannulation, theatre scrubbing and use of equipment to support clinical care i.e. Blood gas analyser/Syringe Drivers/breast pump and assisting with medical procedures i.e. CVB and Amniocentesis.
- General requirement to undertake frequent periods of driving within city boundaries to carry out duties as appropriate dependant upon area of work.
- Standard keyboard skills

## **7 Key result areas**

### **Patient / Client care**

- Provide ante, intra and post partum care, including parent education and, to a defined group of women ensuring that all care is in line with contemporary midwifery practice and Trust policies. This may be in the hospital or community environment.
- Ensure that appropriate teaching of women and families is an integral part of care delivery.
- Support the maintenance of the environment, which is conducive to the highest standards of care delivery
- Undertake woman focused care.
- Support women with feeding choices taking cognisance of the need to encourage and sustain breastfeeding locally.

### **Policy and Service Development**

- Contribute to the development of midwifery practice within their area of work.
- May contribute to policy development at ward or directorate level.
- Adheres to policies, procedures and guidelines which govern practice at national and local level.

### **Financial and Physical Resources**

- Contribute to effective stock control maintenance at ward/departamental/base level including ordering, custody, storage and administration of drugs.
- Ensure safety of women's cash and valuables in line with Trust policy.

## **Human Resources**

### *Management*

- Will demonstrate and supervise aspects of clinical care to Midwives, HCAs, Student Midwives and Medical Students.
- Assist the Senior Midwife in managing and reporting staff absence on a day to day basis within the designated area of responsibility.

### *Education*

- Be aware of the education and training requirements for pre and post registration students and support and participate implementation of course programmes
- Provide appropriate advice regarding health promotion.
- Has a regular responsibility for the education of women, families and colleagues.
- Contributes to the development, delivery and evaluation of educational programmes at ward or departmental level.
- Contributes to the creation of a supportive educational environment maximising opportunities for learning and developing resources for students, staff, women and families.
- Supports Preceptorship.

### *Leadership*

- Act as a role model to demonstrate the highest professional standards.
- After a period of Preceptorship, act as a coordinator of a designated clinical area supporting the development of clinical expertise within the multidisciplinary team.

## **Information Resources**

- Maintain accurate and contemporaneous records protecting confidential information obtained in the course of professional practice. Submit appropriate statistical information as required
- Uses information technology systems relevant to the work of the ward / department and in support of care delivery e.g. PAS, Pathology.

## **Research and Development**

- Participates in ward and departmental audit and research as required.
- Actively apply research findings relating to sphere of practice.
- May highlight areas for potential audit and actively contributes to the process at ward and departmental level

## **8 Freedom to act**

- Works within the Nursing and Midwifery Council Code of Professional Conduct, Midwives Rules and the Trust's policies and procedures.
- Adhere to policies, procedures and guidelines, which govern practice at national and local level.
- Responsible for the identification of possible areas of risk and takes appropriate action to minimise the risk.

### *Clinical Governance*

- Contributes to the clinical governance framework at an appropriate level for the post.

## **9 Effort & Environment**

### **Physical**

- The post holder will be expected to participate in the care of mothers and babies in the hospital and community setting. This may involve moving equipment and assisting women and babies with physical care.
- Undertake Moving & Handling in line with Trust guidelines.

### **Mental**

- There is a requirement for frequent periods of concentration in clinical areas where the work pattern is unpredictable e.g. examining and assessing women and babies.

### **Emotional**

- Deals with situations such as child protection issues, poor prognosis of pregnancy or death as they arise within clinical environment. Difficult to predict frequency though can be regular dependant on the needs of the service.

### **Working conditions**

- Deals with body fluids, foul linen etc on a daily basis dependent on area of work.
- Dependant upon area of work, may be required to work alone on a daily basis (Lone Worker Policy).
- Required to undertake visits, deliver care in an unpredictable environment.

*Agreed post holder* ..... *Agreed manager* .....

*Date* .....

*Date* .....

## The Newcastle upon Tyne Hospitals NHS Foundation Trust

### Person Specification

**JOB TITLE:** Midwife**BAND:** 6**DIRECTORATE:** Women's Services**WARD/ DEPARTMENT:** RVI

<b>SPECIFICATION</b>	<b>ESSENTIAL Requirements necessary for safe and effective performance of the job</b>	<b>DESIRABLE Where available, elements that contribute to improved/immediate performance in the job</b>	<b>METHOD OF ASSESSMENT</b>
<b>EDUCATION AND QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>Registered Midwife</li> <li>Evidence of ongoing professional and personal development</li> <li>Completion of Preceptorship Programme or equivalent or equivalent experience</li> </ul>	<ul style="list-style-type: none"> <li>Recognised teaching/assessing qualification</li> <li>Meets requirements for mentorship</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> </ul>
<b>EXPERIENCE AND KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>Experience as a Midwife</li> <li>Competent to ensure the delivery of evidence based practice</li> <li>Demonstrates a broad knowledge of current midwifery issues</li> <li>Ability to work within acute and primary healthcare settings</li> <li>Understanding of the legal framework around Safeguarding Children</li> </ul>	<ul style="list-style-type: none"> <li>A working knowledge of clinical governance</li> <li>An understanding of public health issues</li> <li>An awareness of training requirements for Student Midwives</li> <li>Experience of managing a ward during a shift</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> </ul>
<b>ATTITUDE / APTITUDE</b>	<ul style="list-style-type: none"> <li>Enthusiastic, articulate and a team player</li> <li>Able to work flexible hours to meet service needs</li> <li>Committed to women's centred care</li> <li>Keen to work in all areas of the maternity unit</li> </ul>	<ul style="list-style-type: none"> <li>Awareness of national policies relating to maternity services</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> </ul>
<b>SKILLS</b>	<ul style="list-style-type: none"> <li>Able to prioritise workload</li> <li>Able to exercise professional accountability</li> <li>Excellent communication skills, both written and verbal</li> <li>Excellent time management skills</li> <li>Basic IT skills</li> <li>Embraces concept of multidisciplinary working</li> <li>Positive approach to change</li> <li>Act as a role model for junior staff</li> </ul>	<ul style="list-style-type: none"> <li>Aware of evidence based practice</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> </ul>
<b>OTHER</b>	<ul style="list-style-type: none"> <li>Able to remain calm under pressure</li> <li>Driving licence if working in community</li> </ul>		<ul style="list-style-type: none"> <li>Interview</li> </ul>

**CANDIDATE:**  
**SIGNED BY:**  
**DESIGNATION:**

**REFERENCE NO:**  
**DATE:**