

JOB DESCRIPTION

Job Title:	Rotational Midwife
Base:	Stoke Mandeville/ Wycombe Hospital
Agenda for Change banding:	6
Hours of Work:	Full time 37.5 hours (part time hours available)
Details of Special Conditions:	
Managerial Accountability & Professional Accountability	Divisional Chief Nurse/Midwifery Head of Midwifery & Matron

MAIN PURPOSE OF THE POST

This is a rotational post and the post holder is required to work in all areas within the Maternity Services providing antenatal, intrapartum and postnatal care. The post holder will participate in quality improvements, and service developments. The post holder will have an annual appraisal and undertake continuing professional development. It is expected that midwives work autonomously within the Trust guidelines and sphere of professional practice.

RESPONSIBILITIES

Education:

1. In conjunction with the Band 7, maintain a suitable learning environment for all grades of staff according to the University guidelines.
2. Ensure that qualified staff understand the educational objectives of all grades of staff.
3. Is conversant with the current curriculae from the University.
4. Participate in the education of all grades of staff, liaising with the training department and the University.
5. Acts as a mentor/assessor to students and assess their performance, liaising with the lecturers/Practice Educators where necessary. Acts as a preceptor to newly qualified or newly appointed staff.
6. Encourages and supports staff development.
7. Maintain and enhance own knowledge through continuing education, training and research activities.
8. Take part in an annual appraisal, reviewing personal development plans and performance with line manager.

Quality and Development:

1. Initiate and participate in audits.
2. Support clinical trials undertaken within the maternity service.
3. Identify possible changes in practice in the clinical area and plan and manage the change process.

4. In the absence of the Band 7, ensure that any complaints are dealt with professionally in a timely manner according to Trust policy.
5. Participate in working groups and/or projects within the Trust.
6. Takes responsibility for the audit of defined guidelines

General:

1. Promotes a positive team image by a professional and helpful approach to all team members and visitors to the Ward/Department.
2. Assist in other Wards/Departments as requested by the Matron/Head of Midwifery.
3. Undertake any other duties as requested by the Matron/Head of Midwifery.
4. Support approved clinical nursing research and audit with the clinical area.
5. To be conversant with the fire and emergency procedures and moving and handling.
6. Assist the Band 7/team leader/Matron to maintain a safe, clean, pleasant and therapeutic environment taking remedial action when necessary.
7. Assist the Band 7/team leader/Matron in ensuring infection control policies and procedures are adhered to and take remedial action when they are not.
8. Adherence to the Uniform policy/non-uniform policy as appropriate to area of work

ORGANISATION CHART

Head of Midwifery



Matron



Band 7 Midwife



Midwife

ADDITIONAL INFORMATION

Trust Values

OUTSTANDING CARE

HEALTHY COMMUNITIES

AND A GREAT PLACE TO WORK



Collaborate



Aspire



Respect



Enable

Health and Safety at Work Act

The post holder is required to take responsible care for the health and safety of him/herself and other persons who may be affected by his/her acts or omissions at work. The post holder is also required to co-operate with Buckinghamshire Healthcare NHS Trust to ensure that statutory and departmental safety regulations are adhered to.

Confidentiality

The post holder has a responsibility to maintain confidentiality and ensure the principles of the Data Protection Act 2018 (DPA) and all applicable laws and regulations relating to Processing of Personal Data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner are applied to patient, staff and Trust business/information.

Equal Opportunities

The Trust welcomes all persons without regard to age, ethnic, or national origin, gender or sexual orientation, religion, lifestyle, presenting illness, marital or parental status or disability. We aim to provide a non-judgemental service at all times.

Managing Risk: Maintaining skills and learning from problems

Reducing risk is everyone's responsibility. All staff in the Trust must attend training identified by their manager, or stated by the Trust to be mandatory. The Trust uses risk assessments to predict and control risk and the incident reporting system to learn from mistakes and near misses and so improve services for patients and staff. All staff are expected to become familiar with these systems and use them. The Trust has designated the prevention and control of infection as a core issue in the organisation's clinical governance, managing risk and patient safety programmes. In consequence, all employees are expected to:

- i) Follow consistently high standards of infection control practice, especially with reference to hand hygiene and aseptic techniques,
- ii) Be aware of all Trust infection control guidelines and procedures relevant to their work.

COVID-19 Vaccinations

The [Health and Social Care Act 2008 \(Regulated Activities\) \(Amendment\) \(Coronavirus\) Regulations 2021](#) that require all persons working or deployed in any CQC registered activity to be fully vaccinated against COVID-19, are being rescinded from 15 March 2022. If you are successful at interview, you will still be asked your vaccination or medical exemption status, as part of the pre-employment screening process undertaken by Occupational Health, but this will not impact your offer of employment.

Safeguarding of children and vulnerable adults

During your employment with the Trust, you have a responsibility to safeguard children and vulnerable adults. You are required to complete statutory and mandatory training and take appropriate action as set out in the Trust's policies and procedures.

Governance

Post holders will aim to ensure that areas of the trust under their responsibility comply with “Standards for Better Health” Core and Developmental Standards and bring deficiencies to the attention of their Director”

Information Management/ Data Quality

The post holder must ensure that Trust records are documented, secured, stored and disposed of appropriately and in accordance with the Data Protection Act 2018 (DPA) and all applicable laws and regulations relating to Processing of Personal Data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner. In addition, information recorded must be fit for purpose - accurate, relevant, up to date and complete.

Freedom of Information

The post holder must be aware that any information held by the Trust in theory could be requested by the public, including emails and minutes of meetings. It is therefore essential that records are accurately recorded and maintained in accordance with the Trust's policies.

Travel to other sites

You may be required to travel to other Trust locations. Please complete travel expenses using the online system. Details of allowances can be obtained from the Human Resources Department.

Smoking statement

Smoking is not permitted in any premises or grounds managed, leased or owned by the Trust. Smoking is not permitted in Trust vehicles or in any vehicle parked on Trust premises.

General

The duties outlined above are not intended as a restrictive list and may be extended or altered to include other tasks that are commensurate with the grade. Should you have any queries or concerns relating to the contents of this letter, please contact the Recruitment team, Amersham Hospital, Whielden Street, Amersham, Bucks, HP7 0JD.