

**Women's Directorate**

**Job Description**

<b>Job Title:</b>	Midwife
<b>Grade/ Band:</b>	6
<b>Hours of Work (p/w):</b>	37.5 hours
<b>Service Centre/ Directorate:</b>	Women's Services
<b>Base:</b>	St George's Hospital Maternity Service including Community.
<b>Accountable to:</b>	Director of Midwifery and Gynaecology
<b>Reports to:</b>	Midwifery Coordinator / Team Leader / Matron
<b>Responsible for:</b>	Supporting and mentoring other staff as appropriate including student midwives, medical students, healthcare assistants
<b>Liaises with:</b>	All midwifery staff, Educational staff, Medical and Paramedical staff, Domestic/Catering/Ancillary staff, outside agencies and user representatives.
<b>Role of the Department:</b>	Full spectrum of midwifery care from booking to discharge of mother and baby
<b>Job Summary:</b>	<p>To be accountable for the overall provision of excellent care and provide evidenced based woman centred midwifery care which can be delivered in a variety of models. The post holder will work collaboratively with the multidisciplinary team, other agencies and user representatives.</p> <p>The post holder may be deployed in a wider setting than the one in which the post holder normally works, and will work autonomously within guidelines and spheres of professional practice.</p>

**Trust Vision & Values:**

The postholder is expected to have a clear understanding of how this post contributes to the achievement of the trust vision of:

***A thriving Foundation Trust at the heart of an integrated healthcare system. One that delivers improved patient care at a community, hospital and specialist setting, supported by a unique and nationally recognised program of research, education and employee engagement.***

We expect all our staff to share the values that are important to the Trust, being Excellent, Kind, Responsible & Respectful, and behave in a way that reflect these.

### **Main Duties/Key Results Areas:**

#### **Clinical**

- Undertake the full role of the midwife
- To act as an advocate for women and babies receiving care.
- Undertake care of mothers and babies throughout pregnancy, delivery and during the postnatal period within the hospital.
- Facilitate and continually assess, implement and evaluate all midwifery care, in line with current evidence, unit policies and guidelines, and the NMC Midwives Rules and Code of Practice.
- In conjunction with the midwifery coordinator and midwifery management team develop the ward/department/community philosophy and models of care to ensure that all policies and procedures are implemented to deliver evidenced based woman centred midwifery care.
- Have undertaken and successfully completed the Preceptee Booklet/ Portfolio.
- Be skilled in undertaking IV drug administration, cannulation, perineal suturing and topping up of Epidurals.
- Be skilled in undertaking, or willing to develop, skills required to safely and competently undertake a home birth
- Provide support and advice following miscarriage, termination, stillbirth, neonatal abnormality and neonatal death.
- Ensure the safe care and custody of drugs in accordance with the hospital policy and the Midwives Rules and Code of Practice.
- Be confident and competent in dealing with obstetric emergencies in hospital and community setting as appropriate such as shoulder dystocia, post partum haemorrhage, neonatal resuscitation, maternal resuscitation and unexpected breech birth.
- Ensure that accurate, clear, contemporaneous, legible records are kept with evidence of assessment, planning, implementation and evaluation of care. Monitor standards and take corrective action as appropriate reporting to the midwifery coordinator/ lead midwife.
- Ensure due regard is given to needs, customs, values and spiritual beliefs of women and their families. Assess the needs of women and their families and friends and deal with them sensitively.

- Responsible for the protection and safe guarding of children, with an awareness of child protection procedures, and who to contact within the Trust for further help and guidance.
- Have an understanding of the guidelines relating to mental health issues and the referral process.
- Have involvement in the care of women and their families following bereavement giving appropriate and sensitive emotional support.

### **Staff Management & Leadership**

- Practice in accordance with trust values and behaviours
- Ensure team practice in accordance with trust values and behaviours.
- To be a safe and effective clinical role model for all aspects of midwifery care, acting in a sensitive and non-judgmental manner.
- Facilitate a friendly happy working environment for both staff and women in the Hospital/Community setting.
- Maintain efficient multi-disciplinary communication systems within the area of responsibility, reporting to the midwifery coordinator.
- Communicate effectively when working with other multidisciplinary team members to promote excellent care and informed clinical decisions.
- Contribute to and encourage patient and public involvement at a local level.
- Monitor and evaluate standards of care and undertake the regular performance review of staff (IPRs) including providing training opportunities, setting clear and achievable objectives appropriate to the grade.
- In the absence of the midwifery coordinator, effectively deploy staff to meet both the needs of women and their families in accordance with Improving Working Lives guidance, informing managers/lead midwife deficiencies or shortages, when unable to resolve after first attempts.
- Supervise, delegate and co-ordinate the professional work of midwifery and other staff members within the team, acting up for the midwifery coordinator in their absence.
- Work with the midwife coordinator, lead midwives and human resources to participate in the recruitment and selection of midwifery staff where appropriate, and proactively seek ways to increase staff retention.
- Participate in departmental team meetings and other committees, and act as a representative when necessary.

## Governance

Be conversant with all trust, national guidelines and policies and untoward incident reporting.

- Participate in clinical audit and research in conjunction with the midwifery coordinator, lead midwives, risk, governance and management teams, assisting in the collection of information statistics for audit and ensuring that changes in clinical practice are evidence based.
- Actively contribute to achieving the clinical governance goals of the Service Delivery Unit and the Trust Nursing and Midwifery Strategy.
- Ensure that complaints received from mothers and/or their relatives are dealt with promptly and referred to the appropriate person, in accordance with the St George's University Hospitals NHS Foundation Trust complaints and improvements policies (in conjunction with the lead midwife and risk management team as appropriate).
- Assess the effectiveness of current practices within the ward/department/community and introduce innovations that lead to improved quality of care in conjunction with the midwifery coordinator.

## Organisational

- Facilitate the admission/reception of women and their families into the unit as appropriate and proactively facilitate early discharge and planned discharge policies.
- Communicate and co-operate with other wards and departments, giving accurate, concise information as required.
- Ensure a safe and clean environment for staff, mothers, babies and visitors within the clinical area, in accordance with the Trust Health and Safety, Clinical Risk and Infection Control Policies.
- Utilise resources and supplies effectively and economically, reporting deficiencies to the midwifery coordinator
- Adhere to the systems in place for the correct handling, checking and storage of women's cash and valuables.
- To take appropriate action to address unexpected changes and situations, informing the midwifery coordinator, Lead Midwife/Manager on call /Supervisor of Midwives as appropriate.
- To be familiar with and use any computerised system integral to the running of the service.
- Be responsible for reporting proper and economical use of equipment and ensure regular maintenance of equipment takes place, so as to provide a safe environment for both staff and women and their families, highlighting deficiencies where appropriate to the midwifery coordinator.

## **Educational**

- To have a proactive approach to self development, taking responsibility for personal, professional development and management of own portfolio.
- Participate in in-service training programmes including orientation programmes and continuing professional development in conjunction with the practice development team.
- Facilitate meeting the needs of learners, by providing an excellent learning environment and maximising opportunities for clinical teaching.
- In conjunction with the practice development team, Clinical Placement Facilitator and midwifery coordinator, participate in the education and assessment of all pre and post registration students in accordance with the University and Trust requirements.
- Lead and facilitate Parent Education classes when required.
- Be an effective midwifery sign off mentor/practice assessor or supervisor.
- To be responsible for personal and professional development and practice, recognising own limitations and the need for continuing education.
- Promote health education and provide appropriate information and advice to women and their families.

## **General**

- Be accountable for own clinical practice and professional actions at all times and abide by the Midwives Rule, Midwives Code of Practice and all NMC legislation relating to the midwifery and nursing profession.
- To ensure skills are up-to-date and relevant to the role, following relevant Trust policies and professional codes.
- Ensure continued and effective registration with the NMC.
- To have responsibility for the health, safety and welfare of self and others and to comply at all times with the requirements of health and safety and violence and aggression policies.
- Ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.
- Be aware of St George's Healthcare Trust Fire Regulations, Cardiac Arrest and Major Incidents procedures.
- Adhere to St George's University Hospitals NHS Foundation Trust procedures on the reporting of complaints, accidents and untoward incidents.

- Be conversant with St George's University Hospitals NHS Foundation Trust Grievance and Disciplinary Procedure and other policies as appropriate.
- Follow maternity unit guidelines and liaise where necessary with medical staff in the implementation of client care.
- To work in accordance with the Trust's Equal Opportunities policy to eliminate unlawful discrimination in relation to employment and service delivery.
- Represent St George's as a centre of excellence at all times.
- Be aware of and work within the policies of St George's University Hospitals NHS Foundation Trust carrying out such duties as may be required and are consistent with the responsibility of the grade.

**This job description is not an exhaustive document but is a reflection of the current position. Details and emphasis may change in line with service needs after consultation with the postholder.**

**St George's University Hospitals NHS Foundation Trust is an Equal Opportunities employer and operates a No Smoking Policy.**

## Person Specification

**Job Title: Midwife**

**Band: 6**

Factor	Essential	Desirable	Method of Assessment
Qualifications and Training	<p>Registered Midwife with a minimum of 1 year experience</p> <p>Minimum competences: perineal suturing, IV drug administration &amp; cannulation.</p> <p>Awareness of professional responsibilities</p> <p>Knowledge of current midwifery issues.</p> <p>Ability to teach</p> <p>Mentorship module or equivalent/ SSSA</p> <p>Commitment to self-development.</p>	<p>Educated to a degree level or equivalent with evidence of further professional development.</p> <p>.</p>	A & I
Experience	<p>Evidence of dealing with difficult situations</p> <p>Ability to prioritise own work load.</p> <p>Be computer literate</p> <p>Demonstrates knowledge of evidence based practice</p> <p>Demonstrates an understanding of the assessment process for students and of creating a positive learning environment.</p>	<p>Attended IPR course</p> <p>Evidence of teaching and mentoring</p> <p>Has knowledge of performance review</p>	I
Skills	<p>Good communication skills</p> <p>Motivates and demonstrates enthusiasm for the clinical specialty</p>		I

	<p>Demonstrates a caring and sensitive approach to woman centred care</p> <p>Adaptable and responsive to changing needs and able to use own initiative</p> <p>Ability to identify stress in self and others.</p> <p>Understanding of clinical governance and risk assessment</p>		
Knowledge	Able to carry out all duties of the midwifery post.		I
Other	<p>Professional appearance and manner.</p> <p>Advocacy skills.</p> <p>Reliable</p> <p>Good health and character in line with NMC standards</p>	Valid driving licence if community post	I

**Key:**

A = Application Form

I = Interview

T = Practical Test