

Delivering care through collaboration

NHS Golden Jubilee

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www.nhsgoldenjubilee.co.uk



Chair: Susan Douglas-Scott CBE

Chief Executive: Carolynne O'Connor

Recruitment line: 0800 0283 666

Dear Candidate,

POST: Advanced Clinical Nurse Specialist – Palliative Care

HOURS: 23

BAND: 7

SALARY: £50,861 - £59,159 pro rata per annum

CLOSING DATE: 11th November 2025

NHS Golden Jubilee welcomes your enquiry in connection with the above post. Please find enclosed an information pack.

Should you wish to submit an application for the above post, please ensure you do so in advance of the closing date. Late applications will not be forwarded for short listing.

When providing referees on the application form, please be aware that we require a minimum of two references to cover at least **three years** of previous employment/training history. If there is insufficient space on the application form to list all of your referees, please provide on an additional page. Where possible, please provide us with e-mail addresses for contact. Additionally, you should note that as part of the pre-employment checks a PVG or Disclosure Scotland check will be completed. **It is an offence for barred individuals to apply for regulated work.**

Should you contact the recruitment team to discuss any queries regarding your application it is advisable that you retain the job reference number as you will be asked to quote this when you call.

In the meantime, I wish you success with your application and should you require any further information please do not hesitate to contact the recruitment team on the contact telephone number shown above.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'G Swinyard', written over a light blue horizontal line.

Gabriella Swinyard
Senior Recruitment Advisor

NHS Golden Jubilee

General Information for Candidates

- This information package has been compiled to provide prospective candidates with details of the post and background information about NHS Golden Jubilee.
- The contents of this package are as follows:
 - Job Description/Person Specification
 - Terms and Conditions of Service
 - Information on Agenda for Change
- The Equal Opportunities Monitoring form which you will be requested to complete via our electronic application system is required for monitoring purposes only and will not be made available to the interview panel during any part of the recruitment process.
- NHS Golden Jubilee operates a No Smoking Policy on all Premises and Grounds and in shared vehicles.
- All offers of employment will be subject to the receipt of two years' satisfactory References, Occupational Health screening and Disclosure Scotland clearance. Please note that it is an offence under the act for barred individuals to apply for regulated work.
- Please submit your completed application through the Jobtrain Recruitment System.
- The shortlisting process will take place shortly after the closing date.
- As a Disability Confident Leader we recognise the contribution that all individuals can make to the organisation regardless of their abilities. As part of our ongoing commitment to extending employment opportunities all applicants who are disabled and who meet the minimum criteria expressed in the person specification will be guaranteed an interview.
- We are committed to ensuring our recruitment process is inclusive and accessible to all. If you have a disability or long-term health condition (for example: dyslexia, anxiety, autism, a mobility condition or sensory impairment) and need us to make any adjustments, changes or do anything differently during the recruitment process, please let us know by contacting our recruitment team at the earliest opportunity.

Email us at recruitment@gjnh.scot.nhs.uk

How we can help you

Below are some examples of how we can support potential new employees through the recruitment and interview process:

- Where a post closes earlier than the originally published deadline, granting an extension for application submission up to the normal application deadline.
- Holding interviews specific to individual circumstances, e.g. arranging alternative formats and locations for interview where appropriate – such as via a video call.

- We can offer a named contact person for reasonable adjustments and a dedicated email contact.

If you would like to discuss accessibility adaptations for the recruitment application process and interview we are happy to discuss what support you require.

Please note: requests should be made at the earliest opportunity to ensure tailored support can be provided.

- The organisation has introduced a set of shared values. These values will be measured during our Values Based Competency Interview. Our values are:
 - Valuing dignity and respect
 - A “can do” attitude
 - Leading commitment to quality
 - Understanding our responsibilities
 - Effectively working together

Person Specification

JOB TITLE:	Advanced Clinical Nurse Specialist (Band 7) Palliative care
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Listed below are the key requirements needed to perform this job, candidates will be assessed against these criteria throughout the selection process. NB – Any criteria in the “Essential” box must apply to all candidates. You must stipulate at which stage of the selection criteria will be assessed, i.e. Application Form (AF) or Selection Process (SP)

Candidates who do not demonstrate in their application that they meet all of the Essential Criteria highlighted as being assessed at AF stage will not be shortlisted so please ensure your application clearly indicates that you meet all of the relevant criteria.

	Essential Criteria		Desirable Criteria	
	Criteria	AF / SP	Criteria	AF / SP
Qualifications	<ul style="list-style-type: none"> First level registered nurse Educated or working towards relevant Masters level education Achieved or working towards further relevant post graduate studies in line with level 7 advanced practice, including non medical prescribing. Evidence of considerable palliative care education for CPD 	<p>AF</p> <p>AF</p> <p>AF</p> <p>AF</p>		
Experience	<ul style="list-style-type: none"> Post graduate experience of caring for people with Palliative Care needs to demonstrate autonomous decision 	<p>AF</p>	<ul style="list-style-type: none"> Experience in leading or managing staff/a service Experience in a relevant Specialist Nurse role 	<p>SP</p> <p>SP</p>

	Essential Criteria		Desirable Criteria	
	Criteria	AF / SP	Criteria	AF / SP
	<p>making and extensive knowledge and experience of symptom assessment and management.</p> <ul style="list-style-type: none"> Working in a palliative care nursing role 	AF/SP	<ul style="list-style-type: none"> Autonomous working / managing own complex caseload 	SP
Skills and Knowledge	<ul style="list-style-type: none"> Leadership skills to influence and motivate others 	AF	<ul style="list-style-type: none"> Evidence of involvement in service improvement /development 	SP
Personal Attributes	<ul style="list-style-type: none"> Highly motivated and dynamic individual 	AF/SP		
Other Requirements	<ul style="list-style-type: none"> Excellent organisational skills. 	AF/SP		

Job Description

1. JOB IDENTIFICATION

Job Title: Advanced Clinical Nurse Specialist, Palliative Care

Department(s):Critical Care

Job Description Reference:

No of Job Holders: 1

2. JOB PURPOSE

The post holder will use clinical expertise, leadership and management skills to ensure co-ordination of the care of patients with palliative care needs, providing expert person centred care for patients and their families, in collaboration with the multi disciplinary team.

As a registered nurse who has acquired additional specialist knowledge and experience they will have completed, or demonstrated the ability to complete all relevant courses and competencies. They will have the expert skills and competencies required to manage a caseload within agreed boundaries and protocols in line with clinical governance, entwined around this clinical core are ties of consultancy, teaching, management and research and its application.

It is recognised that the above may be achieved directly through personal contact with the patient and indirectly through a combination of focus on the following: leadership, facilitation, teaching, research and audit.

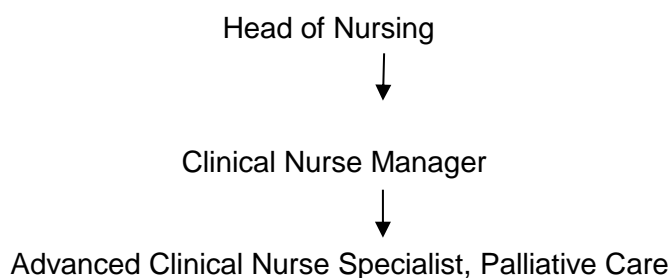
They will be an expert clinical practitioner providing comprehensive care, education and support within the speciality to patients, carers and staff, within their area of practice

They will collaborate with Networks and colleagues of all disciplines, to ensure a high standard of care to this defined patient group.

They will have the expertise to perform the technical, invasive and physical aspects of care for this patient group.

They will provide a consultancy role to colleagues and peers at a local and regional level.

3. ORGANISATIONAL POSITION



4. SCOPE AND RANGE

- The post holder will aim to have a large degree of autonomy and decision making within this role.
- In collaboration with the Consultants in Palliative Medicine, facilitates the development of excellence in clinical care and addresses the psycho-social nursing needs of this patient group in a variety of hospital settings.
- Provides clinical leadership and expert advice to nursing, medical, Allied Health Professions and other members of the multi-disciplinary team (MDT), locally and regionally.
- Develops and leads on service improvements in collaboration with the multi-disciplinary team.
- Develops and delivers education initiatives to staff, patients and carers and acts as a professional resource to these groups.
- Contributes to the integration of educational initiatives from universities, the voluntary sector and other external agencies into the area of expertise, and acts as an expert professional resource.

5. MAIN DUTIES/RESPONSIBILITIES

- Provides clinical leadership in assessment of patient needs, implementation and evaluation of programmes of care, ensuring holistic and evidence-based nursing practice.
- Utilises available resources, taking into consideration lifestyle, gender and cultural background, and ensures involvement of the patient, family carers and significant others.
- Undertakes non-medical prescribing/clinical assessment within specialist service requirements
- Acts as an expert resource for the clinical management of patients across the multi-disciplinary team and primary, secondary and tertiary care settings.
- Acts as a role model through the provision of clinical leadership and demonstration of expert and effective nursing practices.

- Promotes the delivery of evidence based nursing interventions to enhance symptom management and improve quality of care.
- Acts as an effective change agent integrating information gained from research and audit into clinical practice.
- Demonstrate excellent communication skills with patients and carers ensuring information is appropriate, timely and delivered sensitively and based on individual need.
- Maintains patient records in line with the Nursing & Midwifery Council (NMC) Guidelines for records and record keeping.
- Designs and develops multi-media patient packages to provide clear and readily accessible information and support for patients and their families.
- Facilitates patients' self-management to promote maximum well-being within the confines of their illness.
- Leads and participates in health needs assessment and audit to promote adequate service provision.
- Promotes health education on an individual patient/carer basis.
- Identifies and utilises appropriate resources to support patient health improvement.
- Empowers patient to take an active role in their health care, well-being and future lifestyle by practising in an open, transparent and inclusive manner, thereby ensuring patients have the relevant information to participate in treatment decisions and care planning.
- Promotes and supports innovation in clinical practice.
- Practices within the legal and ethical framework as established by the NMC and national legislation to ensure that patient interests and well being are optimised.
- Selects and implements evidence-based nursing interventions to meet the individual needs of patients, carers and staff using National Palliative Care Guidance and standards such as NHS Quality Improvement Scotland, Scottish Intercollegiate Guidelines Network and Clinical Resource and Audit Group materials.
- Analyses critically and interprets research findings and assesses for appropriateness, application and dissemination to clinical practice.
- Leads on quality improvement initiatives within scope practice.
- Evaluates own effectiveness in relation to patient outcomes, service and professional requirements.
- Provides expert advice and support on the purchasing and commissioning of resources relating to the specialty where appropriate.
- Contributes to the strategic issues relating to palliative care

- Contributes to the development and implementation of policies and clinical guidelines within the specialty.
- Is accountable for the effective management of relevant resources including supplies, pharmacy and maintenance of equipment.
- Participates in the retention, recruitment and selection process, in collaboration with the Clinical Nurse Manager.

6. SYSTEMS AND EQUIPMENT

- Responsible for entering information into patients' electronic and written records as appropriate. Promotes compliance with the Data Protection Act (1998), Caldicott
- Guidelines and local policies regarding confidentiality and access to medical records.
- Promotes the use of Information Technology to integrate patient care and benefit personal and professional development.
- Demonstrates competence in the use and handling of a wide range of equipment, including: clinical observation equipment, computers, scales, disposal systems, oxygen, suction, diagnostic and treatment devices.

7. DECISIONS AND JUDGEMENTS

- Functions as an autonomous practitioner within a multidisciplinary team both locally and throughout GGC Palliative Care networks.
- Uses own initiative and acts independently within the boundaries of existing knowledge and skills and is guided by written policies and guidelines.
- Demonstrates sound judgement in the assessment, support, treatment and follow up care; addressing the psychosocial and physical aspects of a person's palliative care needs
- Plans a package of care for individual patients, which may include the prescribing of and reviewing effectiveness of appropriate medications.
- Refers care where appropriate, to other agencies, to provide support for individual patients.

8. COMMUNICATIONS AND RELATIONSHIPS

- Demonstrates excellent interpersonal communication skills with patients, relatives and visitors, often delivering complex and highly sensitive information around, complex treatment issues, disease progression and dying.
- Acts as a patient/staff advocate through the application of ethical, legal and professional knowledge and skills.

- Designs referral protocols and makes referrals to a wide range of other healthcare professionals and specialties, which may include the admission, or discharge of patients.
- Demonstrates effective verbal and written communication with all members of the multidisciplinary team, which serves the tertiary, secondary and primary care communities, maximising access to appropriate services to the benefit of patient care.
- Provides support, empathy and reassurance in the delivery of patient care
- Deals with heightened emotional responses which may include anger and aggression; using skilled communication behaviours to de-escalate

9. PHYSICAL DEMANDS OF THE JOB

- Moving and handling of patients from self-caring to total dependence.
- Technical and manual dexterity and expertise required for invasive procedures.
- Moving and handling of equipment.
- Travelling between facilities.
- Frequent short periods of moderate physical effort.
- Exposure to body fluids and therapeutic products.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- On a daily basis, conveying complex information about diagnosis, treatment and end of life care; assisting its assimilation into an appropriate personal understanding of its impact. Supporting the individual and significant others in treatment and care decisions.
- The challenge of providing highly specialised intervention in oncological emergencies and a variety of life-threatening situations such as neutropenic sepsis and spinal cord compression.
- Being the patient's advocate, where there is intellectual or cognitive impairment affecting judgement, compliance with care or the ability to self-care.
- Coping with the emotional demands and psychological aspects of supporting and communicating with distressed patients, carers and colleagues throughout the patient's journey, including the diagnosis, treatment, follow up, end of life and grief.

11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

- First Level Registered Nurse with substantial post registration experience. Experience in a Palliative Care nursing role.

- Postgraduate expertise within Palliative Care that demonstrates the required breadth of knowledge required to lead safety, effectively and efficiently
- To hold or prepared to undertake Non Medical Prescribing Module within an advanced practice education pathway
- Advanced Specialist knowledge and experience of relevant conditions, pathology, policies and procedures associated with Palliative Care ensuring that the level of expertise can be utilised to deliver leadership within speciality.
- Evidence of application of advanced practice skills in speciality and applying clinical judgement.
- Evidence of further developed knowledge and experience in management and/or leadership.
- Further education/evidence of Continuous Professional Development in Palliative Care including study days/courses/post graduate qualification
- The post holder will possess excellent team-working/leadership skills and have the ability to motivate and influence others and work using own initiative
- Excellent listening, communication and interpersonal skills and effective time management skills
- Working knowledge of basic information technology

12. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department/ Line Manager Signature:

Date:

NHS Golden Jubilee Terms and Conditions of Service

The terms and conditions applicable to this post are those of all NHS Scotland Employees.

1. Superannuation

You have the option to join the NHS Superannuation Scheme, to participate in the State Earnings Related Pension Scheme or to take out a Personal Pension.

Employees contributions to the NHS Scheme range from to 5.2% to 14.7% of salary (depending on rate of Pensionable Pay) and the employers' contribution equates to 13.5% of salary. Employees in the NHS Scheme are "Contracted-out" of the State Earnings Related Pension Scheme and pay a lower rate of National Insurance contributions. Employees who choose to participate in the State Earnings Related Pension Scheme pay the higher rate of National Insurance contribution. A Stakeholder Pension is also available.

2. Salary

£50,861 - £59,159 pro rata per annum

3. Grade

This post is offered at Band 7

4. Annual Leave

The annual leave entitlement in a full year commencing 1st April to 31st March is 27 days, rising to 29 days after 5 years' service and 33 days after 10 years' service. There are 8 Statutory and Public Holidays in each leave year. (Pro rata where applicable)

5. Hours of Duty

23 hours per week

6. Tenure of Employment

This post is offered on a Permanent basis

7. Asylum and Immigration Act 1996

Under the Asylum and Immigration Act 1996, we are required to carry out checks to ensure that all prospective employees are entitled to live and work in the United Kingdom. You will therefore be asked to provide appropriate documentation prior to any appointment being made.

NHS Golden Jubilee Benefits

NHS Superannuation scheme:

Employees' contributions to the NHS Scheme range from 5.7% to 13.7% of salary (depending on rate of Pensionable Pay) and the employee's contribution currently equates to 20.9% of salary.

New entrants to NHS Golden Jubilee who are aged sixteen but under seventy-five will be enrolled automatically into membership of the NHS Pension Scheme. Employee contributions vary from 5.7% to 13.7% depending on annual pensionable pay. Benefits include a pension when you retire, death in service benefits of 2 years' pay, pension and allowances for your spouse and children in the event of your death, and benefits for ill-health retirement.

Our pension scheme is provided by Scottish Public Pensions Agency. This scheme is a qualifying pension scheme, which means it meets or exceeds the government's new standards. All benefits including life insurance and family benefits are explained on the SPPA website <http://www.sppa.gov.uk/>

Annual leave entitlement (including public holidays):

35 days' annual leave on appointment

37 days' annual leave after 5 years

41 days' annual leave after 10 years

Free car parking

Continuing professional development opportunities

Discounts at the Golden Jubilee Conference Hotel

- **Leisure Club membership** – Get fit and healthy at the Centre for Health and Wellbeing with a discounted membership rate of £25 per month.
- **Discounted Room Rates** - Rooms rates discounted subject to specific conditions
- **Discounted Dining** - 20% off food and beverage when dining in the hotel.
- **Golden Bistro (Hospital Restaurant)** - Discounted food in our award winning hospital restaurant.

NHS Staff Benefits

As a staff member in NHS Golden Jubilee, you will have access to a wide variety of offers and discounts from local and national businesses using your NHS ID badge. For more information and to view these discounts, visit www.nhsstaffbenefits.co.uk - new offers are added on a weekly basis.