

## NHS Grampian

### Job Description

#### SECTION 1

JOB IDENTIFICATION	
<b>Job Title:</b>	<b>Nursery Nurse</b>
<b>Job ID :</b>	<b>IR142386</b>
<b>Department(s):</b>	<b>Community Nursing</b>
<b>Location:</b>	<b>Aberdeen City Health &amp; Social Care Partnership</b>
<b>Hours:</b>	<b>37.5 per week</b>
<b>Grade:</b>	<b>Band 4</b>
<b>Salary:</b>	<b>£27,598- £30,019 per annum (pro rata)</b>
<b>Contract:</b>	<b>Permanent</b>

## SECTION 2

### **Job Purpose -**

The postholder will work within Aberdeen City Health and Social Care Partnership delivering care to children and families within their own environment / clinical setting.

Contribute to the work of the Health Visiting service across Aberdeen City, by providing Nursery Nurse support, visiting clients/families with young children in a variety of settings e.g. in the home, community setting, clinics and other locations.

The Nursery Nurse works with a degree of autonomy, to assist in health assessment process of children and families, providing tailored programmes to support unmet need as defined by the family, within remit of skills and knowledge.

Have a sound knowledge of child development and to be able to respond to differing individual child and family needs.

Observe and assess children accurately, using these observations to plan appropriately learning/play experiences in collaboration with parents, carers and the named health visitor/professional.

Encourage children's holistic development and stimulate parental/carer awareness, through health education and advice.

Be aware of safety at all times, offering advice on safety issues both within the home and other environments to parents/carers.

Recognise the role of parents in the child's life and learning working in partnership with parents to achieve positive outcomes.

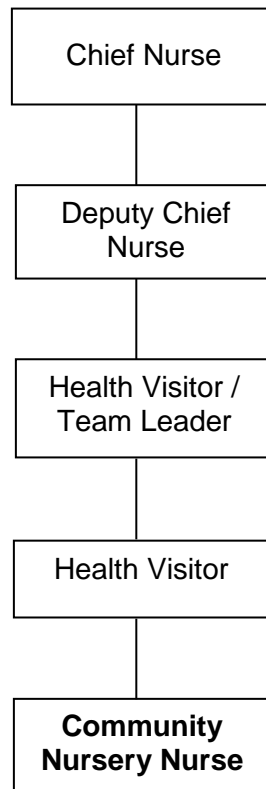
Have a working knowledge of the child protection guidelines and report any concerns on child protection issues appropriately.

Understand the role of different members of the multiagency team and communicate effectively.

Have the ability to sustain work/client relationships within clear professional boundaries.

Maintain accurate written/electronic records working within policies and guidance.

### Organisational Chart.



### 1 Communication and relationship skills

Utilise effective communication skills to engage with and establish good working relationships with children and families; individually, in group setting, in the home or nursery setting.

Maintain effective communication with parents, carers and other professionals to ensure the development of program of support that will optimise maximum health and wellbeing of the child and family.

Ability to communicate effectively and safely using email, telephone, written reports and electronic record keeping.

2	<p><b>Knowledge, training and experience</b></p> <p>HNC in Child Care and Education or equivalent</p> <p>Minimum of 2 years experience in a childcare setting</p> <p>Excellent knowledge of child development, ability to identify gaps and provide program of support to meet needs of individual child/family</p>
3	<p><b>Analytical and judgemental skills</b></p> <p>Ability to interpret observations of children’s behaviour, development, reporting and identifying and using information to plan learning/play activities.</p> <p>Ability to provide evidence of outcomes of program of support.</p> <p>Recognising and appropriately reporting signs of vulnerability, neglect or potential child abuse.</p>
4	<p><b>Planning and organisational skills</b></p> <p>Community nursery nurse will be responsible for the management of their own workload and diary in response to service need.</p> <p>Ability to be flexible and adaptable to balance conflicting priorities.</p>
5	<p><b>Physical Skills</b></p> <p>Transport equipment to and from contacts as required in accordance with local policy and procedures.</p> <p>Must be able to sustain light/moderate effort, to carry essential equipment, kneeling and bending, standing, sitting.</p>
6	<p><b>Responsibilities for patient/client care</b></p> <p>To contribute to the work of the Health Visitors within Aberdeen City by providing Nursery Nurse support, visiting clients under facilitation delegation of the health visitor.</p> <p>To support families with young children in a variety of settings e.g. in the home, community setting, clinics and other locations.</p> <p>To recognise the role of parents in the child’s life and to work in partnership with parents to achieve objectives.</p>

7	<p><b>Responsibilities for policy and service development implementation</b></p> <p>Working within local and national policies with guidance and direction from health visitors.</p>
8	<p><b>Responsibilities for financial and physical resources</b></p> <p>Ensure proper use, care and storage of equipment/ educational resources/ weighing scales.</p>
9	<p><b>Responsibilities for human resources</b></p> <p>No requirements to line manage but may be required to work with, support new members of staff.</p> <p>Awareness of own responsibility to access appropriate support for ongoing training.</p>
10	<p><b>Responsibilities for information resources</b></p> <p>Care and use of electronic/IT devices</p> <p>Required to possess computer skills</p> <p>Awareness of and adhere to information sharing, data protection policies</p> <p>Record and maintain data on computer system</p>
11	<p><b>Responsibilities for research and development</b></p> <p>Ensure knowledge is up to date and provide evidence based information to clients and families</p> <p>Participate in appropriate meetings to maintain and update knowledge with peers</p>

12	<p><b>Freedom to act</b></p> <p>Ability to work independently undertaking delegated tasks from health visiting teams</p>
13	<p><b>Physical effort</b></p> <p>Walking, using stairs, standing, sitting</p> <p>Possess a full driving licence, driving in all weather conditions</p>
14	<p><b>Mental effort</b></p> <p>Sustained concentration required when undertaking care/assessment or observing play experiences and appropriate written plan/outcomes.</p> <p>Ensuring appropriate record keeping adhering to the local NHS Grampian policy on Community record keeping and confidentiality.</p>
15	<p><b>Emotional effort</b></p> <p>May encounter distressing situations and communicating with distressed/anxious/concerned parents/carers/relatives.</p> <p>Potential for exposure to violent and/or threatening situations and/or verbal aggression.</p>
16	<p><b>Working conditions</b></p> <p>May come in contact with infestations i.e. lice, fleas and infectious diseases, and body fluids on occasion</p> <p>Will be required to work in a variety of settings, Lone working</p>

**NHS GRAMPIAN**  
**PERSON SPECIFICATION**

The Person Specification should meet the demands of the job and comply with current legislation. Setting unnecessary standards may, for example, unfairly discriminate against one sex, the disabled or minority racial groups. Applicants should be assessed in relation to their ability to meet the real requirements of the job as laid down in the job description. Shortlisted candidates **MUST** possess all the essential components as detailed below.

**POST/GRADE:** *Community Nursery Nurse*  
**LOCATION/HOSPITALS:** **Aberdeen City Health & Social Care Partnership**  
**WARD/DEPARTMENT:** **Various**

ATTRIBUTES	ESSENTIAL	DESIRABLE
<b>Qualifications</b>	HNC Child Care and Education or equivalent Evidence of continuing professional development	Further relevant training e.g. Child protection, assessment of bowel and bladder issues Behavioural management Play therapy/speech and language/dietary support
<b>Experience</b>	Minimum of 2 years post qualifying in a childcare setting	Community experience Experience of multi-disciplinary working
<b>Special Aptitude and Abilities</b>	Adaptable, willingness to work in a changing environment Knows own limitations – seeks support, training appropriately Ability to complete delegated tasks	Participation in health promotion activities, creating plans of support for children
<b>Disposition</b>	Friendly, approachable disposition Good communication skills, verbal and written Team player	
<b>Physical Requirements</b>	Car driver Moderate lifting Climbing stairs	
<b>Particular Requirements of the Post</b>	I.T. skills Driving licence	

<b>Level of Disclosure Clearance</b>	PVG	
--------------------------------------	-----	--