



# Job Description and Person Specification

## Job Description

<b>Job Title</b>	Midwife
<b>Band</b>	Band 6
<b>Hours</b>	As per contract
<b>Department</b>	Maternity
<b>Division</b>	Women's and Children's
<b>Location / Hospital Site</b>	As per contract
<b>Accountable to</b>	Midwifery matrons/ manager, Head of Midwifery, Ward Leads and Co-ordinators.
<b>DBS Level</b>	Enhanced
<b>DBS Barring</b>	Children's & Adults'
<b>DBS Workforce</b>	Children's & Adults'

## Role Summary

To Provide a high standard of Midwifery care to women and pregnant people before during and following childbirth in both Acute and Primary Care Settings according to Trust Policies and Standards

As a qualified midwife the post holder will be required to provide the necessary supervision, care and advice to women and pregnant people during pregnancy, labour, and the postpartum period, to conduct deliveries under their own responsibility and care of the newborn.

Work autonomously in accordance with the Nursing & Midwifery Council's "Midwives Rules" and Trust Guidelines.

The post holder will be required to participate in their continuing professional development and other development activities including preceptorship.

The post holder requires effective communication skills and an ability to provide support for the Co-ordinators to ensure effective core team working.

## Key Working Relationships

This post will require the applicant to perform duties alongside a wide variety of clinical colleagues, working as a part of an effective, cohesive multi-disciplinary team including midwives, nursery nurses, maternity care assistants, as well as obstetricians, consultants, and other professionals.

## Main Duties and Responsibilities

### Communication

To work closely with other members of the maternity team to facilitate the continuity of care thereby enhancing the patient experience.

Communicate with a wide range of professional/nonprofessional people/organisations to explore difficult issues and make complex decisions e.g. transfer of care, substance misuse and smoking, using assertiveness, tact, diplomacy, and compassion.

Communicate sensitively, bad/sad news to families in situations such as foetal abnormalities/death/stillbirth.

Maintain accurate and legible care record in accordance with Trust and National Professional policies and guidelines.

Undertake clinical and personal data collection and data input on multiple occasions throughout the day e.g. medical history, record of care.

Utilise clinical support systems in accordance with Trust policies and guidelines.

Ensure that essential information on the client's condition and progress is recorded appropriately according to NMC guidelines and the Data Protection Act 1998.

Agree arrangements for communication with the client/ family/carer respecting and maintaining the client's right to confidentiality.

Report all incidents, complaints, or accidents to comply with Trust Guidelines and assist and support in the investigation and resolution of the same.

### **Service Delivery and Improvement**

Identify and manage challenging behaviours found in issues such as child protection, bullying and aggression both verbal and physical. Ensure that such situations are managed in a sensitive and professional manner facilitating the maintenance of good client/staff relationships.

Utilise the appropriate analytical skills for assessing and advising clients and relatives in crisis situations both physical and psychological e.g. family break-up, premature birth domestic violence and severe maternal illness.

Have a duty and a responsibility to protect and safeguard children, in accordance with National guidelines and local policies.

Contribute to and participate in Multidisciplinary case conferences as required.

Ensure efficient and effective use of material resources, supplies, and drugs.

Responsible for the safe storage and handling of supplies and drugs, maintain accurate records of use where required.

Embrace the public health agenda and support the delivery of local plans.

Assist in implementation of changes in own area including ongoing evaluation of policies and procedures.

Promote and raise public awareness of the midwifery profession.

Awareness of Clinical Governance.

Participate in clinical risk investigations and notification of risk factors.

Identify the specific educational needs of individual parents and facilitate meeting those needs through the provision of specialist education, care, and support.

Participate/ teach Parent Education in accordance with Unit Guidelines.

Teach parenting skills to new families.

Support and teach parents the skills required to establish and maintain infant feeding.

Undertake the responsibilities of a qualified mentor, in the support and development of students.

Contribute to the development of positive learning environments for students and junior staff and meet the necessary standards for placement in both primary and acute settings.

### **People Management and Development**

Is accountable for his/her practice and takes every reasonable opportunity to sustain and improve his/her knowledge and professional competence.

Identify ongoing education needs and maintain own personal development in accordance with annual performance review and through Statutory supervision of midwives.



Attend relevant educational activities, study days and training programs to maintain an appropriate level of clinical expertise.

Build a professional portfolio of evidence of continuing education.

Have excellent judgmental skills, utilising analysis, interpretation, and comparison of a range of options e.g. ongoing education.

Able to work within a team but equally to have autonomy and be able to work alone.

Have highly developed practical skills with emphasis on precision, speed, and accuracy e.g. neonatal resuscitation, suturing and taking blood.

Act as a role model, supporting the professional development of students and junior midwifery /medical staff.

Attend training sessions to comply with Statutory Training (manual handling, health & safety, COSSH) Mandatory Training (Fire, life support training) and CNST requirements. (e.g. CTG Training, Skills drills for emergency situations such as breech delivery, shoulder dystocia and haemorrhage).

Be aware of and adhere to Trust infection control policy.

Maintain high standards of personal appearance in accordance with Trust Uniform / Non uniform Policy.

Prioritise workload maintaining service needs over a 24/7 period.

Provide clear and concise handover to team members to ensure continuity of care.

Monitor progress of work recognising changing priorities e.g. workload and deviation from normal. Implement corrective actions within own limits and ensure the relevant people are informed.

Be prepared to act up in absence of area leader.

### **Patient Care Delivery**

Take full responsibility for assessing, planning, implementing, and evaluating Midwifery care consistent with evidence-based practice for parents, babies, and families.

Discuss options and support parents in making informed choice in their plan of care such as Birth plans, pain relief, infant feeding, baby care, return to work and family planning.

Discuss options and support parents in making informed choice in the period following birth.

Analyse and evaluate the effectiveness of such care, making necessary modifications of any midwifery care pathway and giving professional advice and support as required.

Act as the clients advocate and empower them to promote their own health and wellbeing.

Respect the need for privacy and dignity and obtain clients informed consent throughout the childbirth continuum.

Refer clients to other practitioner's e.g. senior midwife, obstetrician, physiotherapist, and paediatrician when needs and risks are beyond the post holder's scope of practice or require specialist input.

### **Learning and Development**

Attend mandatory training updates as required.

Undertake training as necessary in line with the development of the post and as agreed with the line manager as part of the personal development process.

Achieve and demonstrate agreed standards of personal and professional development within agreed timescales.

Identify own learning needs and jointly plan training requirements with your line manager

Participate in the Trust's appraisal process to discuss how your role will help deliver the best possible care to our patients and help to deliver any changes in service.

This job description is an outline of the role and responsibilities. From time to time due to the needs of the service, we may ask you to flexibly undertake other duties that are consistent with your role and banding, including project work, internal job rotation and absence cover.

The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the department and the organisation.

### **Mission and values**

The mission of University Hospitals Sussex – what we are striving to achieve – is to provide:

***‘Excellent care every time’***

All our efforts to do this put the interests of our patients first and foremost, and are underpinned by our values:

- Compassion
- Communication
- Teamwork
- Respect
- Professionalism
- Inclusion

These values were selected by our staff, patients and public when we were talking about the merger and the sort of organisation, we want University Hospitals Sussex to be.

Our mission and values are extremely important to us, and we expect everyone who works at University Hospitals Sussex in any capacity to share and uphold them.

### **Patient First**

Patient First is our Trust-wide approach to improving the quality of care for patients and to build and embed a culture where staff can be confident that their views matter and will be heard.

The aim is to empower all staff to lead change, raise issues, concerns, identify and implement areas for improvement within the workplace and find solutions collectively as part of a team.

Staff will be equipped with skills to identify improvement opportunities and supported to see those through

It encourages all staff to be innovative and drive forward quality improvement and positive changes in their areas.

The philosophy behind this is centred on:

- Standardisation, system redesign and the improvement of patient pathways to eliminate error and waste and improve quality
- The patient being at the heart of every element of change
- Embedding cultural change across the organisation, where everyone is passionate about delivering exceptional quality every time and “where better never stops”.
- Continuous improvement of our services through small steps of change



- Constantly testing the patient pathway to see how we can develop
- Encouraging frontline staff to lead the redesign processes
- Equal voices for all
- Engagement of staff is a big factor in job performance.
- Good engagement leads to improved quality, mortality and safety measures

### **Safeguarding Children and vulnerable adults**

UHSussex is committed to safeguarding and promoting the welfare of children and adults and to protecting them from the risks of harm. The Trust recognises its responsibility to ensure that safe working conditions and systems are in place for staff working with children, adults, and families in their care. Staff are required to comply with Trust policies on Safeguarding and to undertake the appropriate level of mandatory in-service training in this area.

### **Equality, Diversity, and Inclusion**

Inclusion and respect are core values at UHSussex, and we are committed to diversity and equality. This means treating colleagues and patients with professionalism, ensuring everyone feels welcome and included, valuing different backgrounds and experiences, and challenging inequalities.

Having all our staff feel safe, supported, included, and valued will lead to better care and outcomes for our patients – our True North Objective.

All staff have a duty to report any behaviours which contravene this to their managers.

### **Workplace and Environmental Factors**

<b>Physical</b>	<p>Utilise the highly specialised physical skills and dexterity required to carry out maternal and infant physical care before during and following birth e.g. abdominal palpation, vaginal examination, and newborn examination.</p> <p>Utilise highly specialised, physical skills and dexterity associated with emergency interventions and surgical skills e.g. suturing, newborn and adult resuscitation.</p> <p>Use appropriate physical effort to accommodate client choice of birth mode i.e. Water birth, squatting and other alternative birth positions.</p> <p>Frequent need to bend, kneel, squat, or stand for long periods of time when supporting mothers in labour and at the birth.</p> <p>To achieve successful breast feeding the midwife may be required to sustain uncomfortable positions whilst leaning forward by the bedside or chair.</p> <p>Physically fit as determined by Occupational Health.</p> <p>Good attendance record.</p> <p>Exert and sustain moderate physical effort for long periods</p>
<b>Emotional</b>	<p>Supporting women and pregnant people in labour requires emotional effort by helping them maintain a</p>

	<p>positive attitude, by giving encouragement and reassurance.</p> <p>Provide a higher level of emotional support to parents in distressing situations such as child protection cases where the child is to be taken into care following birth, where there is ongoing domestic violence or informing parents that their baby has died or has congenital abnormalities.</p> <p>Ability to sustain a high level of emotional effort on a daily basis.</p> <p>A basic understanding of counselling skills</p> <p>Able to provide emotional support to women and their families.</p>
<b>Mental</b>	Concentrate for long periods of time when supporting pregnant people physically and mentally e.g. during normal labour and longer periods in complicated labours.
<b>Working Conditions</b>	<p>Unsociable hours on a regular basis including night duty.</p> <p>Direct contact on a daily basis with blood, vomit, excreta and other bodily fluids</p> <p>Direct daily contact with foul linen</p> <p>Work alone in isolated situations including at night.</p> <p>Occasional exposure to aggressive physical/verbal behaviour</p> <p>Drive/be driven occasionally in emergency situations i.e. ambulance transfers.</p> <p>Cope with adverse weather and environmental conditions in the community setting.</p> <p>Cope with exposure to unpleasant working conditions.</p> <p>Tolerate periods of VDU equipment usage.</p>

### Person Specification

Requirements	Level required	How assessed	Level required	How assessed
	Essential		Desirable	
<b>Experience/Qualifications</b>	<p>Registered Midwife</p> <p>997/8 Mentorship Module or Equivalent</p> <p>Diploma or equivalent portfolio of evidence</p> <p>European Computer Driving Licence (ECDL) Modules 1,2,7 or equivalent.</p>	<p><b>AF I</b></p> <p>Application form (AF)</p> <p>Selection interview (I)</p> <p>Assessment (A)</p>	<p>Degree</p> <p>Neonatal Advanced Life Support (NALS) / Advanced Life Support Obstetrics (ALSO) or equivalent</p> <p>LEO</p> <p>Child Protection</p>	<p><b>AF I</b></p> <p>Application form (AF)</p> <p>Selection interview (I)</p> <p>Assessment (A)</p>



	<p>Current UK Driving Licence</p> <p>Post Registration Practice and relevant competencies.</p> <p>Proven skills and knowledge in all areas of clinical practice.</p>		Course	
Skills	<p>Good written and spoken English.</p> <p>A comprehensive understanding of own development and training needs.</p> <p>Demonstrates specialist expertise underpinned by theory.</p> <p>A clear understanding and application of the principles of professional accountability and confidentiality.</p> <p>Ability to provide care to women before, during and following birth.</p> <p>Proven Competency in Suturing/Cannulation/IV administration/Epidurals/Water Birth/Adult &amp; Neonatal Resuscitation.</p> <p>Ability to recognise and analyse complex situations and or deviation from normal and act upon it.</p> <p>Knowledge of Risk management and child protection.</p> <p>Ability to organise, prioritise and coordinate own work.</p> <p>Evidence of involvement and leadership in teaching and mentoring learners.</p> <p>Excellent communication skills both verbal and written.</p> <p>Knowledge and understanding of Statutory Supervision.</p> <p>Knowledge of Trust and local objectives.</p> <p>Commitment to quality initiatives research and its application to practice.</p> <p>Knowledge of equal opportunity issues</p> <p>Motivated and able to work</p>	AF I		





	under own initiative. Evidence of having undertaken own development to improve understanding of equalities issues			
Equality, Diversity, and Inclusion	Evidence of having championed diversity in previous roles (as appropriate to role).	I		

