

PILGRIMS HOSPICES – JOB DESCRIPTION

Complementary Therapist

MAIN PURPOSE AND SCOPE OF THE JOB:

Working as part of the hospice multi-disciplinary team, the complementary therapist is responsible for co-ordinating and delivering a range of complementary therapy treatments and interventions to patients and family members across the in-patient unit, therapy centres, outpatient appointments and in the community, as part of holistic care and support of both their physical and psychological wellbeing

POSITION IN ORGANISATION

Reports to: Lead Complementary Therapist

Line Manager for: None

DUTIES AND KEY RESPONSIBILITIES

A Patient / Carer Support

- To deliver a person centred approach to complementary therapy for patients with terminal and life limiting illness, their carers and bereaved family members as appropriate
- To provide complementary therapies in a compassionate manner, maintaining dignity and respect at all times.
- To respond in a timely manner to referrals and liaise with the referrer before commencing a treatment as required
- To explain treatment offered to patients and families before undertaking the treatment and obtain consent
- To keep up to date, confidential records of all interventions with patients and families
- To manage appointments effectively, demonstrating the most efficient use of resources

B Multi-disciplinary Working

- To work collaboratively with multi-disciplinary colleagues towards meeting the holistic needs of patients, carers and families in the context of terminal and life limiting illness
- To participate fully in multi-disciplinary team meetings and promote effective multi-disciplinary working
- To work closely and jointly with the Wellbeing Practitioners to deliver complementary therapy as an integral part of Therapy Centre Wellbeing groups and programmes

C Other

- To contribute to the recruitment and coordination of volunteers including overseeing their day to day workload
- To manage and replenish stock and supplies as required
- To regularly attend team meetings and 121 meetings with line manager
- To demonstrate commitment to maintaining continued personal development and identifying training needs in collaboration with line manager and through the Hospice annual appraisal process
- To support the development of staff and volunteers through training and education as required

GENERAL RESPONSIBILITIES

Corporate Governance –

The post holder must, at all times, act honestly and openly and comply with relevant corporate governance requirements, employment legislation and standards of business conduct.

Post holders are expected to be familiar with and comply with all policies and procedures published by Pilgrims Hospices in East Kent.

Health and Safety –

Under the Health & Safety at Work Act (1974), it is the responsibility of the post holder at every level to take care of his/her own health and safety and that of others who may be affected by his/her acts at work.

Data Protection –

Ensure that all data is processed in a fair and lawful way for the specific identified purpose, in line with the General Data Protection Regulations (GDPR), national data protection legislation and Pilgrims Hospices' Data Protection Policy. Data must not be disclosed in any manner which is incompatible with the purpose and to any unauthorised persons or organisations.

Code of Conduct –

The post holder is required to observe the following principles:

- Make the care and safety of patients his/her first concern and act to protect them from risk
- Respect the public, patients, relative, carers, staff and partners
- Be honest and act with integrity
- Accept responsibility for his/her own work and the performance of the people the post holder manages
- Show commitment to working as a team by working effectively with team members and the wider community
- Take responsibility for own learning and development
- In all actions undertaken have regard for the hospices reputation

Flexibility –

The post holder is expected to work flexibly to be able to meet the challenges and opportunities of working within Pilgrims Hospices in East Kent.

This Job Description is not exhaustive. This job description is a reflection of the current position and the post holder is expected to view it as a guide rather than an exact description of all duties and responsibilities. It may be subject to variation from time to time. The post holder will be required to undertake any other duties that may be required by the Line Manager, commensurate with the level of the post.

Date Written: October 2022

PILGRIMS HOSPICES – PERSON SPECIFICATION

Complementary Therapist

This person specification sets out the essential, minimum qualities we are seeking for this post. Please ensure that your application demonstrates how you meet the criteria. You may include voluntary, unpaid and paid work.

	CRITERIA	Criteria Tested At		
		Application	Interview	Essential?
EXPERIENCE	<ul style="list-style-type: none"> Significant experience of providing complementary therapies to individuals with a range of physical and psychological needs Experience of working in a hospice or other healthcare setting 			X
SKILLS/ ABILITIES	<ul style="list-style-type: none"> Ability to work autonomously and as part of a team Excellent communication skills Ability to engage in a compassionate and person centred way 			X X X
KNOWLEDGE	<ul style="list-style-type: none"> An understanding of the ethos of hospice and palliative care An understanding of holistic assessment & care planning An understanding of loss and grief An understanding of the benefits and contraindications of providing complementary therapy in palliative care 			X
QUALIFICATION/ TRAINING	<ul style="list-style-type: none"> Appropriate qualification in massage Appropriate qualification in aromatherapy and/or reflexology Appropriate qualification in mindfulness techniques Membership of appropriate recognised professional body 			X X
OTHER REQUIRE-MENTS	<ul style="list-style-type: none"> DBS certificate Full clean driving licence and own car 			X X

Date Written: October 2022