

Job Description

	For HR use only	Vacancy Ref No: DBS0707
Directorate	Public Health	
Service and Team	0-19 Children's Public Health Service	
Post Title	Nurse Manager	
Grade	Grade 12	
Reports to	Head of Service 0-19 Children's Public Health Service	
Responsible for (employees / equivalent)	0-19 teams, including health visitors, public health school nurses, staff nurses/midwives, specialist and support staff	
Job Purpose		
<p>The purpose of the job is to improve the health and wellbeing of children, young people and families and address inequalities, as a specialist community public health nurse through the delivery of the healthy child programme and leading skill mixed team of practitioners within the 0-19 Children's Public Health Service (CPHS)</p> <p>The post holder will have responsibility for the effective and smooth operational management of the 0-19 Children's Public Health Service (CPHS) which is part of the Public Health Department.</p> <p>The 0-19 CPHS consists of a number of small teams of Health Visitors, Public Health School Nurses, other professionally qualified nurses and midwives and a range of frontline workers</p> <p>The post holder ensures the teams are well led, responsive, effective, safe and high quality services are provided in line with CQC, PHE and NMC requirements</p> <p>The post holder will provide clear management oversight to Team Leaders and their teams to perform at their best and to deliver the best possible health and wellbeing outcomes for children and families. They will be responsible for providing oversight around decision making, quality of clinical practice, quality assurance, service and team development and will provide reflective, developmental supervision to team leaders and 0-19 colleagues.</p> <p>The post holder will work closely with partner agencies to provide effective services, in line with legislation and statutory guidance, that deliver to a high standard. The post holder will be a role model to others within their service and the broader organisation embracing, promoting and developing the agreed model of practice.</p> <p>The post holder will be responsible to the Head of Service for the service supporting them to provide services against regulatory requirements, service plans, inspection frameworks and within established resources.</p>		

The post holder will understand and embody the vision for 0-19 CPHS as part of the Public Health responsibilities of North Tyneside Council whilst demonstrating the organisational values.

Job Content

- To provide high quality visible operational management and supervision to a number of teams within a given service area, in line with legislation, statutory guidance and national standards, in order to safeguard children and young people and to promote their safety, voice, health and wellbeing.
- To keep abreast of any national or legislative changes that impact on services and ensure implementation of changes where applicable.
- To embed a culture of performance management that promotes positive and purposeful public health and professional practice. Drive ownership and commitment to quality of practice in line with our framework and promote continual improvement, reflection and appreciative enquiry as key parts of our culture.
- In line with our framework and standards, enable and champion the voices of children, young people and families in shaping and developing services.
- To maintain an outward focused service that learns from others, contributes to partnership improvement and strives to deliver outstanding outcomes for children and families.
- To ensure efficient and effective use and management of the available resources (Financial, Human and Physical) and the commitment to improve within a whole systems approach.
- To work in partnership with other agencies and professionals to facilitate positive health and wellbeing outcomes for children, young people and families.
- To make sure that members of the public, professionals and other agencies are able to share information, and receive a response in a timely way.
- To lead by example and model practice which is consistent with our approach and supports our culture of learning and development
- To provide expert advice, guidance, support and challenge in relation to your specific area, based upon extensive knowledge and experience of practice.
- To work in constructive and productive partnership with a range of other agencies, voluntary and charitable organisations and individuals working with children and young people, parents and carers
- To ensure that the voice of the child (their views, wishes and feelings) is central to the work undertaken within the service area
- To provide updates, reports and oversight of information to the Head of Service and to be accountable to the Head of Service.
- To deputise as required in the Head of Service's absence
- To cover head of Service absence across the teams, providing advice, support and direction as required.
- Contributes to the management of a locality budget
- To contribute to and chair where appropriate, multi-agency meetings and panels that promote the smooth and effective running of the service area.
- To represent the service at strategic meetings as required and contribute to the delivery of agreed priorities.

- To contribute to the review, planning and development of services and joint working arrangements including preparation for inspections and operational co-ordination of inspections.
- Responds to and prioritise complaints in a line with statutory time scales upholding our commitment to listening and learning from our customers.
- Plan events and lead on projects, producing improvement plans for the service area with a clear objective to improve service development and performance.
- To fulfil responsibilities as a corporate parent and promote best outcomes for children and young people.
- To seek to make the team's work location presentable and that it meets health and safety standards at all times as well as updating the team of health and safety responsibilities.
- To embrace opportunities for change and to encourage new ways of working embracing the use of technology.
- To support all 0-19 colleagues to achieve competencies for their role and to be a confirmer for the purpose of NMC registration and revalidation of qualified, registered staff
- Implements and supports the service area to fully understand the performance framework that supports practice and outcomes for children, young people and their families
- Demonstrates flexibility in their approach to work
- Creates an environment which enables individuals to speak up and challenge.

Complies with the full range of the Council's employment relations policies.

Fulfils all the requirements of registration with NMC.

Undertakes any other duties required of the role and commensurate to the grade for the role.

Climate Change Values and Behaviours

We strive to reduce the carbon footprint of our services by using less energy in our buildings, travelling less in our vehicles and increasing our recycling.

We encourage innovation and the generation of new ideas in the way we do things, including increasing the environmental sustainability of our services.

Equality, Diversity and Inclusion Values and Behaviours

We treat all our colleagues, residents and service users with dignity and respect. We embrace and value people's differences. We act as allies, educating ourselves, empowering others and tackling discrimination.

We build an inclusive and fair workplace where all team members feel valued and accepted. We encourage team members, residents, and service users to contribute their perspectives to our understanding of the borough and how best to support our people. We role model inclusive behaviour in our leadership styles, and champion equality.

Special Requirements of Post	
Working Conditions	None
Working Requirements and Arrangements	37-hour week
Physical Requirements e.g. driving, lifting, and handling	None
DBS and Safeguarding Checks required	Enhanced DBS
Responsibility for Safeguarding or extent of contact with children, young people and/or adults at risk of harm.	The role is responsible for a safeguarding with significant contact with children, young people and adults at risk of harm
Politically Restricted	No

Person Specification

Job Criteria			
Factor	Essential	Desirable	Assessment method
Knowledge	<p>Excellent knowledge of the Healthy Child Programme</p> <p>Sound knowledge and experience of SystemOne</p>		Application Form and Interview Assessment
Qualifications and Training including Professional Registrations	<p>Registered Nurse/Midwife</p> <p>Degree / diploma in Specialist Community Public Health Nursing</p> <p>Post Qualifying experience in a management role and 4 years' experience as a</p>		Application Form and Certificate

	<p>SCPHN</p> <p>Supervisor and/or management training / qualification</p>		
<p>Skills & Experience</p>	<p>At least 4 years' experience as a SCPHN</p> <p>3 years' experience in the relevant setting for which the post is set</p> <p>At least 2 years' experience as a team manager</p> <p>Experience of managing a team of specialist public health nursing staff</p> <p>Experience of working with the NHS and primary care</p> <p>Experience in supervising public health</p> <p>Experience of managing and leading change</p> <p>Experience of using performance management information to improve outcomes</p> <p>Ability and experience in writing</p>	<p>Experience of budget management</p> <p>Experience of applying and using Human Resource processes</p> <p>Experience of contributing to inspection preparation and the operational coordination of inspections.</p>	<p>Application Form and Interview Assessment</p>

	<p>reports and presenting at a variety of forums</p> <p>Ability to work with a range of different teams and partner agencies chairing and attending meetings as required</p> <p>Ability to deputise for the Senior Manager at meetings and chair meetings in their absence</p>		
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Our Values	We Listen, We Care, We Are Ambitious, We Are Good Value for Money
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Special requirements

Factor	Essential	Assessment method
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Occupational Requirements under the Equality Act 2010	<p>Enhanced DBS</p> <p>Meet the transport requirements of the post</p>	Application Form and Interview
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Factor	Desirable	Assessment method
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Please note if you intend to use your own vehicle (or non-council vehicle) for business mileage you must hold the relevant driver's licence, MOT, and insurance documentation.