

Job Title	Maternity Support Worker		
Agenda for Change Band	3	Budgetary responsibility	Responsible for safe use of expensive equipment
Date reviewed	20/03/2023	Management responsibility	Trains new staff in own role
Job Summary			
<ul style="list-style-type: none"> a) Assist and deliver care throughout pregnancy, birth, and postnatal periods, providing physical, psychological and emotional care and support, within the remit of the role. b) Primarily work alongside the Midwives and other specialty teams in both the hospital and the community setting. c) To use additional skills within focused aspects of service delivery to enhance the service offered to women and their families, working alongside, but under the guidance of, practitioners at all levels from across the multidisciplinary team. 			
General Duties			
<ul style="list-style-type: none"> 1. Manage own time and caseload effectively whilst prioritising care needs for women and their babies under the direction and supervision of the midwife. 2. Communicate effectively and clarifies understanding with women and their families in all settings and is able to select appropriate methods to communicate when a disability or complexity may exist. 3. To be guided by clinical protocols, guidelines, and the policies of UHS Trust and to be responsible for maintaining up-to-date knowledge of any changes in these. 4. Undertake routine maternal and neonatal observations and measurements and escalate any deviations from the normal range appropriately and in a timely manner. 5. Supporting personal hygiene to maintain tissue viability. 6. Perform venepuncture and capillary blood sampling in line with national standards and local policy and guidance following completion of the appropriate competencies. 7. Provide infant feeding support, leading and supporting clinics and antenatal classes (under direct/indirect supervision of midwife) and parent education. 8. Raising the appropriate help in an emergency. 9. Ensuring that a mother's privacy is maintained, and that dignity and freedom of choice is enhanced. 10. With additional training, undertake extra tasks such as cannulation, electrocardiogram (ECG) application, insertion of urinary catheters. 			

11. Ensure that all clinical documentation written or electronic is accurately and confidentially collected, updated, stored, and filed in accordance with local information governance and record keeping policy and guidance.
12. Actively pursues opportunities for personal development, as part of the development plan emerging from the annual appraisal.
13. To ensure all mandatory training requirements are fulfilled annually as per Trust policy and local Maternity training policy.
14. Acts as a mentor and role model for peers, junior staff and learners as appropriate.
15. Establishes a liaison with other professionals to ensure effective and appropriate care of mothers and babies, including their transfer of care.
16. Maintains equipment and supplies, reporting deficiencies to the ward manager and ensures a safe environment for staff, mothers, babies, and visitors.
17. Promotes the public health role of the midwife and support families to achieve their optimal wellbeing.

Trust Values

All staff are expected to strive to make the Trust values ‘what we do’ – to inspire, develop and support every one of us to live our values, every patient, every colleague, every day.

Each post holder is expected to ensure they live the values of:



PATIENTS FIRST



WORKING TOGETHER



ALWAYS IMPROVING

These values are about us all helping each other to deliver great patient experience more consistently – involving people who use our services, their families, carers, staff, and partners in continuing to improve the experience people have using and delivering our services.

Person Specification

The purpose of this specification is to identify the attributes required by applicants to perform the duties in the job description. The specification will be used to shortlist applicants and to compare how well candidates match the agreed specification. It will also be used by potential candidates to understand expectations and identify how their skills, behaviours and experience will be assessed.

Skills and competencies
Adaptability
Admin and clerical skills
Communication
General IT skills
Prioritisation
Teamwork
Time management
Working autonomously
Working under pressure

Qualifications, knowledge and experience	
Essential	Desirable
Recent experience as a carer in a healthcare setting	Proficient in phlebotomy with recent experience
Level 3 qualification in healthcare, e.g. NVQ, Diploma or equivalent	Care Certificate qualification or commitment to undertaking
Numeracy and literacy skills at level 2 (GCSE grade C/4 or above) or equivalent as a minimum standard	Commitment to undertaking additional training corresponding to speciality
Previous experience in a hospital or community medical setting	Experience of a maternity service or similar
Able to demonstrate an understanding of the importance of confidentiality and data protection	Evidence of continuous professional development
Self-motivated and, conscientious	
Aware of personal limitations	
Willing to engage with and learn from peers	

Additional Information

This job description is designed to help post-holders understand what is expected of them in their role though, please note, it focuses upon the core requirements of the post. Other related duties within the employee's skills and abilities will be expected whenever reasonably instructed. The job description may be amended in consultation with the post-holder within the scope and general level of responsibility associated with the post. It is the post-holder's responsibility to ensure that they adhere to all Trust policies, procedures and guidelines relating to their employment, regardless of their position.

A job description does not constitute a 'term and condition of employment'. It is provided only as a guide to assist the employee in the performance of their job. The Trust is a fast-moving organisation and therefore changes in employees' duties may be necessary from time to time.

Safeguarding

The Trust is committed to safeguarding children, young people, and adults at risk within its care. As an employee you are accountable to ensure that you know how to respond when you are concerned for the safety of a child, young person, or adult at risk. The Trust will support you in this process by providing training, support, and advice. There is a Corporate Safeguarding Team who can be contacted for guidance, support, and safeguarding supervision. For children and adults, you should be aware of your responsibilities detailed in UHS policies and procedures and local safeguarding children and adult boards procedures.

Mental Capacity Act 2005

All staff are required to ensure knowledge regarding the Mental Capacity Act 2005 (MCA) at a level deemed essential for their role. The level of training required will be specified to members of staff and is dependent on their role. It is important that staff understand and comply with local policies and procedures relating to MCA to ensure the Trust can act in an individual's best interest when providing care. This helps to ensure ongoing adherence to our legal obligations and ensuring we put the needs of our patients first.

Job Reference – IJES00873