

DigitJob description

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| Job title: | Admiral Nurse – Dementia at work Partner Organisation |
| Team: | Digital and Dementia at work team |
| Location: | Remote working (some travel and overnight stays) |
| Hours of work: | 37.5 hours per week |
| Contract: | Permanent, Full-time |
| Benefits include: | 33 days (plus eight bank holidays) Pension - 8% employer pension contribution (Aviva) or access to continue NHS Pension Enhanced maternity, paternity, adoption, and shared parental pay Free health cashback plan Free employee assistance programme Learning and development commitment to staff Health and wellbeing commitment to staff |
| Reporting to: | Lead Admiral Nurse, Dementia at work |

Background

Today, dementia is the leading cause of death in the UK. By 2025, more than one million people in the UK will be living with this often-devastating condition. Millions of us will know someone living with dementia. Many will be directly affected it – as the incredibly difficult role of carer often falls to friends and family members.

Dementia UK is a values-driven charity, providing specialist dementia support and advice for families through our Admiral Nurse core services. Our nurses help people living with dementia stay independent for longer and support the people caring for them so that they will have the strength to cope with the bad days, and the energy to enjoy the good days.

We value our people so it's important for us to create a working environment that looks after our workforce, enabling everyone to achieve their full potential. You will become part of a diverse and dedicated team, working in an environment where you can collaborate, be respected, and thrive.

Purpose of job

In 2024, the Charity entered an exciting three-year corporate partnership with a key national partner.

A key deliverable of the project is to embed Dementia at work support, via this post into this partner organisation across the UK.

For people of working age, living with, or caring for someone with dementia has its own unique challenges. With proper advice about their legal entitlements, and timely emotional support to suggest new coping strategies and patterns of working, carers and people living with dementia can continue to work for longer.

With more people living with dementia, many Companies are now considering how people with dementia interact with their services and taking steps to make their services dementia inclusive.

This is an exciting role which with support from the Dementia at work team will see the post holder work in collaboration with the Partner organisation to oversee the development of our Dementia at work offer for their organisation.

Our vision includes the development of resources to offer guidance to working carers, people living with dementia, and employers, to provide specialist dementia support programmes to corporate partners and other companies.

The model below illustrates the people, policies and practice that we believe need to be aligned to help an organisation develop dementia inclusive workplaces. The post holder will work across all these areas to help improve practice, provide expertise and clinical support and help the corporate partner work in a dementia inclusive manner to meet the needs of the people they employ and the people who use their services.



Key accountabilities and responsibilities

- With support from the Dementia at work leadership team, develop an embedded Dementia at work proposition for the Partner organisation.
- Participate in the delivery of awareness raising/training/education across the Partner organisation.
- Provide specialist nursing support, to people in their workplace. This will be support to both family carers of people with dementia and people living with dementia themselves.
- Provide consultancy and guidance regarding practices and policy development to support working carers.
- Provide consultancy and guidance regarding practices and policy development to support those working who first notice symptoms of dementia, receive a diagnosis of dementia whilst working or require reasonable adjustments to role following a diagnosis.
- Offer expertise and guidance to professional colleagues within the partner organisation in best practice in dementia care.
- Participate in and lead, where appropriate, formal training events such as courses, conferences, seminars, and workshops at all levels, maintaining and contributing to higher-level educational programs in dementia care, disseminating Admiral Nursing work, and promoting best practice in dementia care.
- Provide up-to-date clinical advice, support, liaison, and in negotiated circumstances, education, and training to other staff/agencies involved in dementia care.
- Promote Admiral Nursing and a family-centred approach to dementia care through all aspects of work.
- Act as a role model demonstrating high standards of care and providing clinical leadership to others, demonstrating excellent advanced communication skills and expertise.
- To maintain professional registration in line with NMC guidance including revalidation.
- To work positively with colleagues in both organisations to maintain effective relationships.
- To integrate into practice current knowledge of dementia and caring, informed by research, evaluation, and other forms of evidence.
- To comply with Dementia UK's arrangements for continuing professional development, including being aware of own development needs and how they can be met to support own practice.
- To promote equality of access and opportunity in all aspects of work Assist with the development, evaluation, and audit of the service.

General

- a) Actively promote the core values of Dementia UK whilst working towards achieving the strategic objectives of this partnership and the charity.

- b) Have a strong working knowledge of Dementia UK's vision, mission and impact.
- c) To undertake all duties in line with the Dementia UK's policies, procedures and regulations ensuring that the work undertaken actively promotes equality, diversity and non-discrimination.
- d) Actively promote the core values of the Partner organisation
- e) To undertake all duties in line with the policies, procedures and expectations set by the Partner organisation
- f) Undertake any other duties related to the job purpose and which may necessary, as required.
- g) The post holder will not be asked to undertake any work or activities that might be a conflict of interest with the activities undertaken by the Partner organisation

This job description is not exhaustive and is subject to change in accordance with business need.

Person specification

| Essential | | | |
|--|--------------------|-------------|------------------|
| Qualifications, knowledge, skills, and experience | | | |
| Criteria | Application | Test | Interview |
| Registered Nurse, active on NMC register | X | | |
| Post-registration qualification/ training in dementia care or relevant subject | | | |
| Significant experience as a practicing Admiral Nurse or dementia specialist nurse | X | | |
| In-depth specialist experience working with people with dementia and their family carers/ supporters/ in different settings | X | | X |
| Experience of working with corporate partners/ other companies/charities to develop and delivering on projects designed to support working carer | X | | X |
| Advanced knowledge of dementia | | | X |
| Strong presentation, promotion, and communication skills to a wide range of audiences | | | X |
| Evidence of advanced communication skills | | | X |
| IT literacy | X | | X |
| Good understanding of the needs of working carers | | | X |
| Ability to be highly organised, in order to manage and prioritise workload as part of a team | | | X |
| Evidence of recent continuing practice development | | | X |

| Desirable | | | |
|--|--------------------|------------------|--|
| Qualifications, knowledge, skills, and experience | | | |
| Criteria | Application | Interview | |
| Ability to work with internal and external stakeholders | X | X | |
| Able to work under own initiative | X | X | |

| Personal attributes | | |
|--|--------------------|------------------|
| Criteria | Application | Interview |
| Ability to build constructive relationships with warmth and empathy | X | |
| Positive mental attitude and a willingness to discuss and negotiate issues and ideas | X | X |

Our values

Compassion
 Collaboration
 Integrity
 Ambition