

Job description

| | |
|--------------------------|--|
| Job title: | Admiral Nurse – Digital and Dementia at Work |
| Team: | Digital and Dementia at Work team |
| Location: | Remote working with some travel and overnight stays in the South of England |
| Hours of work: | 37.5 hours |
| Contract: | Permanent, full time |
| Benefits include: | 33 days (plus eight bank holidays) Pension - 8% contribution Enhanced maternity, paternity, adoption, and shared parental leave 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 |
| Direct report/s: | N/A |

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

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 can continue to work for longer.

Our vision involves 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.

We aim to develop a digital clinical pathway to support and enhance our current services, and the post holder is expected to support the Clinical Lead in the development, delivery, and ongoing activity associated with our digital development.

With support from the Head of Digital Service Delivery and Dementia at Work, and the Dementia at Work lead Admiral Nurse, the post holder will work in collaboration with internal teams at Dementia UK to oversee the development of our Dementia at Work offer.

Key accountabilities and responsibilities

- Work with others in the team to manage our Dementia at Work proposition
- Work to ensure the delivery of our Dementia at Work Strategy.
- Assist the Head of Digital Service Delivery and Dementia at Work in the development and ongoing implementation of our digital pathway and resources. Helping to ensure the delivery of our digital strategy.
- Assist in the development of resources to support our Dementia at Work activity.
- Participate in the delivery of awareness raising/ training / education face-face requests that come in from corporate and businesses in South of England
- Provide specialist nursing support, suggest therapeutic interventions, and give practical advice and skilled emotional support to those in the workplace. Support will be provided to both family carers of people with dementia, people with dementia themselves.
- Offer expertise and guidance to professional colleagues, the general public, and others in supporting family and relationship-centred approaches and best practice in dementia care.
- Assist with the development, evaluation, and audit of the service.
- 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 for excellent advanced communication skills and expertise.
- Act as a role model demonstrating high standards of care and providing clinical leadership to others.

- To maintain professional registration in line with NMC guidance including revalidation.
- Practice at all times within the legal and ethical framework set out by the NMC code of professional conduct and other relevant legislation such as the Mental Capacity Act, Mental Health Act and Safeguarding procedures
- To work positively with colleagues 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.
- To participate in personal training, development, appraisal, and attend all relevant training courses as required.

General

- a) Actively promote the core values of Dementia UK whilst working towards achieving the strategic objectives of 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 UKs policies, procedures and regulations ensuring that the work undertaken actively promotes equality, diversity and non-discrimination.
- d) Undertake any other duties related to the job purpose and which may necessary, as required.

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

Person specification

The skills, abilities, experience, and knowledge outlined below provide a summary of what is required to carry out this job effectively; together with the selection criteria required to demonstrate competency to carry out the role.

| 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 | X | | |
| 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 | | X |
| Strong presentation, promotion, and communication skills to a wide range of audiences | | | X |
| Evidence of advanced communication skills | X | | 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 | | 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
Ambition
Integrity