

**JOB TITLE: Complementary Therapist (Band 4 AfC)**

**Part 1: JOB PROFILE**

1. **MAIN PURPOSE OF JOB**:

This post is responsible for the development and practice of complementary therapies across all Claire House sites, Wirral, Liverpool and the community setting.

The post holder will work collaboratively with the Complementary Therapy Coordinators and the wider care and family services to ensure a comprehensive complementary therapy service is delivered for babies, children, young people with complex, palliative and end of life care needs and their families.

This post will work in partnership with Complementary therapy coordinators to ensure the therapies provided are child and family centred and in line with the vision, mission and values of the organisation.

1. **POSITION IN ORGANISATION**:

* + - The post holder will report to the Head of Family wellbeing and therapeutic services and is accountable to the Director of Care and Family Service.
    - The post holder will work collaboratively with the Complementary Therapy Coordinators and volunteer therapists to deliver the complementary therapies service.

1. **SCOPE OF JOB**:

* + To accept referrals, assess, plan and deliver appropriate complementary therapy treatments to meet the needs of the babies, children, young people and their families with a palliative care diagnosis in a setting of their choice, home or hospice.
  + To support members of the care team to deliver appropriate complementary therapies to babies, children and young people
  + To promote complementary therapies across Claire House and educate staff of the added therapeutic value for babies, children, young people and their families
  + To follow policies and procedures based on best practice for all areas of complementary therapy to ensure a safe working environment.
  + To liaise with the Complementary Therapy Coordinators to ensure seamless and responsive care is provided and based on need to babies, children, young people and their families.
  + To liaise with external multi-disciplinary team members to ensure clinical care is updated and to evaluate the impact therapies have had.
  + To help evaluate the complementary therapy services identifying the impact on care and patient outcomes.
* To support clinical staff and volunteers providing complimentary therapies have the appropriate up to date skills such as FRT.
* To promote complementary therapies across Claire House and educate staff of the added therapeutic value for children/young people and their families
* To support the Complementary therapy coordinators in the recruitment of complementary therapy volunteers and support their induction to the service.

1. **DIMENSIONS & LIMITS OF AUTHORITY**:

* To work autonomously ensuring personal accountability and the highest standards in practice and professionalism. On-going Continued Personal Development (CPD) would be expected through membership of appropriately recognized professional therapy associations.

**5 QUALIFICATIONS & SKILLS LEVEL**:

* Experience of working with children/young people with palliative care/complex health needs
* Experience of working with bereavement
* Experience of lone/autonomous working.
* Diploma in Complementary Therapies or qualification to practice a minimum of 2 Complementary therapies

**PART 2 - DUTIES & KEY RESPONSIBILITIES**

1. **Responsibility for Complementary therapies**

* To use various strategies and ability to adapt to provide skilled, compassionate, individualised therapies within a palliative, bereavement, and perinatal care setting.
* To have excellent IT skills to use our database to record client information
* To work independently as well as part of a team, effectively managing time and cross-site caseloads.
* To independently travel and work between the two hospice sites and community settings.
* To work flexibly over a 7 day period according to the needs of the service.
* To provide complementary therapies following best practice guidance.
* To document all therapies or treatments provided accurately in line with Claire House policy.
* To ensure the efficient control, supply and storage of Complementary therapy resources.
* To evidence and take responsibility for maintaining his/her own professional development, meeting designated line manager for regular appraisals, identifying and agreeing personal objectives and development plans.
* Understand the effects of a range of life limiting conditions, their treatments and the implications when delivering complementary therapies.
* Demonstrate an understanding of the importance of complementary therapy in palliative care.

1. **Responsibility for Complementary Therapies service development** 
   * To promote and educate staff and service users about complementary therapies as a service provision both internally and externally.
   * To be proactive in identifying ways of improving and developing complementary therapy services.
   * With the support from the Complementary Therapy Coordinators, evaluate the use and experiences of those referred for Complementary therapies.
2. **General Claire House Requirements**

* + Adhere to and comply with organisational policies, procedures and guidelines at all times
  + Implement risk management strategies (including reporting, registering risk and learning), taking all reasonable steps to manage and promote a safe and healthy working environment which is free from discrimination
  + Implement Health and Safety regulations through risk assessment. Maintain a constant awareness of health, welfare and safety issues affecting colleagues, service users, volunteers, visitors and themselves, reporting any accidents or faults in line with organisational policy. Participate fully in health and safety training
  + Comply with the organisational policy on confidentiality and the Data Protection Act 1998 relating to information held manually or on computerised systems
  + Respect the confidentiality and privacy of children, young adults, volunteers and staff at all times
  + Participate in personal training, development and appraisal, and attend all relevant training courses as required
  + Take part in organisational research and audit
  + Embrace the positive volunteer culture which Claire House strives to create.

*The post holder must act at all times in a professional and responsible manner and have due regard to confidentiality and Health and Safety legislation.*

**This is an outline job description and should not be regarded as an inflexible specification. Responsibilities will be reviewed periodically in line with service priorities and duties may change or new duties be introduced after consultation with the post holder. As a term of your employment you may be required to undertake such other duties, such as link roles, and/or hours of work as may reasonably be required, commensurate with your general level of responsibility within the organisation, at your initial place of work or at any other of the Claire House establishments.**

*Our working premises are no smoking areas.*

**Person Specification**

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| **Criteria** | **Essential** | **Desirable** |
| **Qualifications, Special Training & Education** | * Diploma Level 3 or above in Complementary therapies * Evidence of continued professional development * Diploma Level in Aromatherapy, Reflexology, Massage, Anatomy and Physiology. * Membership of a professional association e.g. Federation of Holistic Therapies (‘FHT’) * A willingness to undertake relevant palliative care education | * Qualification to practice a minimum of 2 complementary therapies such as, aromatherapy massage, reflexology, crystal healing, sound therapy, baby massage , FRT, etc. * Qualification in reiki level 1 and interest in further development. |
| **Experience** | * Experience of working with some of the following- babies, children, young people with complex health/palliative care needs and their families * Ability to adapt therapies for different client groups * Experience of working in a multi-disciplinary team | * Experience of end-of-life care for babies, children and young people * Experience of lone working * Experience of working in a hospice * Knowledge/experience of working for a charity * Experience of working with bereaved families |
| **Skills and Knowledge** | * Proven communication skills both verbal and written * Relates well to babies, children, families and professionals * Good organisational skills and the ability to prioritise and delegate workload * Ability to work alone using own initiative * Empathetic Listening Skills * Proven ability of assessing, planning and implementing a range of complementary therapies * Ability to record information in a concise, accurate and legible manner. * Excellent IT skills |  |
| **Aptitudes & Attributes** | * Able to work independently and collaboratively across all departments * Supportive of colleagues, babies, children and families. * Willing to support with hosting workshops, sound baths and events * Ability to motivate self and others * Ability to manage time efficiently and effectively * Proactive ability to develop own role within the Service * Car driver * Flexibility to work some weekends and evenings if needed |  |
| **Personal Qualities** | * Positive attitude * Enthusiastic * Motivated * Flexible * Professional manner * Approachable * Honest and trustworthy |  |