

**Health Promotion Nurse**

**Job Description**

**Job Title:** Health Promotion Nurse

**Responsible To:** Community Well-Being Manager

**Location:** Belfast Office Base with Daily Travel Across Northern Ireland

**Hours:** 16 Hours per Week

**Contract:**  Fixed-Term Contract for 2 Years Starting January 2022

**Salary**: Salary Band: £26,470 - £30,756 Pro Rata

**Overall Purpose of Post**

To work as part of the Health Improvement and Community Well-Being Team carrying out health assessments on individuals accessing Cancer Focus NI’s services. The role involves working closely alongside health promotion and improvement colleagues to promote key cancer prevention and health and well-being messages. The work will be delivered across a range of settings via the Keeping Well mobile health service to include community groups, corporate partners and a wide range of beneficiaries such as men’s groups, women’s groups and sports clubs.

**Key Responsibilities:**

**Service Delivery**

* To provide health assessments in various locations as agreed with the Community Well-Being Manager.
* To offer support, advice and health education literature (where appropriate) at assessment and information with an emphasis on cancer awareness.
* To promote wider health improvement messages where appropriate such as stop smoking support and Skin Cancer awareness.

**Information Management**

* To liaise with the Community Well-Being Manager regarding retaining and collation of statistical information, including service evaluation and monitoring.
* To assist in the evaluation of health improvement and community well-being work whilst capturing the end user’s voice in order to inform future service provision.
* To collect case studies that will help support positive health outcomes associated with health improvement work.
* To liaise with colleagues in the Communications Team to increase the visibility of the department’s work across various media platforms.

**Governance and Quality Assurance**

* To work within the guidelines of the Nursing Midwifery Council’s Code of Professional Conduct and maintain ongoing professional development in line with NMC guidance.
* To record necessary assessment data and ensure that a strict Data Protection Policy is adhered to to ensure it is stored confidentially in line with best practice in GDPR principles.
* To ensure robust risk assessments and health and safety specifications are in place when working in external settings.
* To adhere to Cancer Focus NI’s policies and procedures, ensuring equipment is properly maintained and materials are disposed off safely after use; ensuring strict hygiene procedures at all times.

**External Relationships**

* To represent Cancer Focus NI at relevant meetings with the Statutory Sector and other agencies when required.
* To co-operate with other Cancer Focus NI’s departments to help achieve the overall aims and objectives of the charity.
* To undertake any other duties as may reasonably be required.

**General**

* To work as part of a multidisciplinary team to support service users, those living with cancer and their families.
* To represent and promote Cancer Focus NI and its objectives as required.
* To promote existing Cancer Focus NI’s services as appropriate.
* To carry out any other duties as may be required by Cancer Focus NI.



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Person Specification

The Person Specification shows essential skills, abilities, knowledge and/or qualifications required to be able to carry out the duties of this post. Therefore, please address in completing the Application Form, each criterion listed in the specification, drawing upon all of your experience, whether in paid employment or on a voluntary basis.

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|  | **Essential** | **Desirable** |
| **Experience** | * A minimum of one years’ experience of delivering health promotion within a community setting within the last five years * Experience and knowledge of cancer nursing * Experience of working within a multidisciplinary team * An understanding and knowledge of audit and service evaluation |  |
| **Qualifications** | * Registered General Nurse with Nursing Midwifery Council | * Degree in Nursing * Third level qualification in Health Promotion or relevant subject |
| **Skills** | * Evidence of strong interpersonal skills, including excellent verbal and written communication skills and the ability to provide both one-to- one and group sessions * Ability to work in a fast paced work environment as part of a team * Ability to record and interpret patient data whilst making recommendations to improve health outcomes * Evidence of having received training in communication |  |
|  | **Essential** | **Desirable** |
|  | skills or counselling   * Excellent time keeping and self-management skills * Ability to use Microsoft Office, email and internet |  |
| **Personal Qualities** | * To be able to provide a person-centred approach * Ability to provide empathy and compassion |  |

Applicants will hold a full, current driving licence and have access to the use of a car or some other appropriate form of transport to carry out the duties of the post.

This Job Description is not exhaustive. It merely acts as a guide and may be amended to meet the changing requirements of the charity at any time after discussion with the post holder.

This post may require occasional evening or weekend work and will require an element of flexible working.