

INFORMATION PACK



Help in crisis
Hope for life 

Community Nurse Information Pack

May 2024

Dear Applicant,

Thank you for interest in this role. Our charity's aim is to firstly express Christian love by serving the local community within Richmond and secondly to see long-lasting change through the transformation of individuals in body, mind and spirit.

The information here will tell you about the role and the skills it requires and explains our services and the Christian faith foundation of our work. In this pack you will find details about our organisation, the job you will do, the professional and personal requirements for the role and our terms of employment. You will be based at the Vineyard Community Centre, which is located in the Vineyard, TW10 6AQ. This is a short walk from Richmond train station and the bus station.

We work with Parish Nursing Ministries UK who are a proven provider in the field of holistic nursing care. PNMUK provide us with on-going professional support and training – For more information please see <http://parishnursing.org.uk>.

The appointment will be made subject to satisfactory references and DBS being received. Please e-mail your completed application form to me at peter@vineyardcommunity.org to apply. If you wish to include a CV as well, please do so.

Closing date for applications is noon on **Wednesday 5th June 2024** but please note that an early application is encouraged as applications will be reviewed as they are received and an appointment may be made before this date. I look forward to receiving your completed application form.

A handwritten signature in black ink, appearing to read "Peter Flower".

Peter Flower
Trustee and Company Secretary

1. WHAT YOU WOULD DO AS OUR COMMUNITY NURSE

At three of the five morning clinics at the Vineyard you will provide a pastorally focused nursing service that integrates physical, psychological, emotional, social and spiritual health for those who use our services or our referred to us by partner agencies in the local community. Sue Hodder is our Community Nursing Manager and she runs the other two clinics and you will report to her.

You will provide practical help and support to those who come to our Drop-in at the Vineyard who are in crisis and work alongside our Crisis Support Manager, Tom McDonald, and our Case Worker, Richard Turner, as well as Case Workers from Glass Doors, and external hosted partner organisations like SPEAR.

We receive professional support from Parish Nursing Ministries UK and you have an opportunity to undertake the Parish Nurse training/qualification.

Your main tasks will be these:

Health Checks

- Listen to needs of guests and give informed health care information.
- Carry out simple health checks such as blood pressure, temperature, pulse, respiration.
- Test urine for diabetes or infection
- Monitor weight.
- Examine eyes and ears
- On occasions, arrange for NHS on site delivery of flu vaccinations; TB screening etc
- Refer urgent cases to their own G.P or The Vineyard Surgery, or A&E in an emergency

Support Holistic Health

- Integrate faith and health through providing a holistic assessment of needs.
- Advocate for individuals with their health issues and support them through collaboratively planned care provision.
- Monitor and evaluate the effectiveness of the care provision and when appropriate write care plans if required.
- Where appropriate support risk assessment to ensure that health needs are being met
- Where appropriate attend Network Meetings of the Health and Social Care Professionals to ensure continuity in care.
- Ensure that all clinical/nursing activities and advice are evidenced and supported by current research.
- Where invited, and appropriate, pray with individual guests.

Health Education

- Encourage a healthy life style.
- Provide health education to individuals aiming towards an increased understanding of health concerns and empower people make changes to minimise the impact of their health concerns
- Promote Health Education as an integrated aspect of care delivery through working with other agencies and G.P. surgeries.

Health Advocacy and Referrals

- Provide an advocacy role that supports people in their access of health services.
- Initiate and support referrals to other health professionals and agencies in order to support the individual's health needs.
- Work with Health, Social Care and Voluntary Sector services to support the best solution for holistic care.
- Refer to Health, Social Care, Faith Organisations and Voluntary Sector services to access the most suitable holistic care for each individual.

Professional Management

- Attend one- one meetings with your line manager
- Maintain accurate, systematic and timely record keeping of health interventions in-keeping with NMC Record Keeping guidance, ensuring the safe storage of documentation.
- Keep statistical information required by the Centre, any Funders and PNM UK
- Participate in annual development review with your line manager
- Adhere to Centre policies, NMC and Parish Nursing UK requirements
- Promote Safeguarding.
- Ensure confidentiality and data protection processes are in place, and policies are adhered at all times
- Maintain the Parish Nurse Quality Standards. Review these along with the Community Nursing Manager in preparation for an annual visit from the PN Regional Coordinator
- Take appropriate action in regard to any accident or incident occurring to a volunteer, guest, staff member or visitor

Personal Development

- Be aware and act in accordance with the Nursing and Midwifery Council Code of Professional Conduct at all times
- Ensure NMC Registration and membership of Professional Organisation is current.
- Always work within scope of knowledge and competence
- Participate in spiritual and professional supervision
- Maintain up to date knowledge and skills and undertake education in accordance with individual Parish Nurse and Centre needs
- Attend local Parish Nurse Cluster Meetings and annual meetings with Regional Coordinator.

2. THE SKILLS, QUALIFICATIONS AND EXPERIENCE YOU WOULD NEED FOR THE ROLE

These are essential

- Personal commitment to our mission and Christian values, priorities, and culture of Vineyard Community & Richmond Foodbank, including a desire to be part of and join in our rhythm of faith activities within the charity.
- A calling as a professing and practising Christian to serve those in need.¹

¹ Under the provisions of the Equality Act, it is an occupational requirement for the role to be filled by a Christian.

- Pray for individuals, if requested and to pray for the ministry of the charity.
- Genuine empathy and heart for our guests to give 'Help in Crisis and Hope for Life'.
- Either RGN, or RN, or RN Mental Health with Nursing and Midwifery Council Registration.
- Excellent and proven interpersonal skills that demonstrate a value for all people.
- Respect for the individual and an ability to work with users who may display challenging behaviour
- Excellent verbal and written communication skills.
- Ability to work under pressure and consistently meet deadlines.
- An understanding of risk management and health & safety practice, with the ability to manage the associated requirements practically and professionally
- Willingness and flexibility to work as part of a small, busy team, and to undertake such additional duties as may reasonably be assigned.
- Calm temperament with healthy boundaries.
- A satisfactory Enhanced Disclosure and Barring Service check- which we will apply for if you do not have one at present.

If you have the following, even better:

- Mental health care or community nursing experience.
- An ability and passion to work with people who have experienced being transitioned into poverty and food insecurity through crisis and various economic and societal challenges.
- A good knowledge and understanding of safeguarding adults and children.

3. ABOUT OUR COMMUNITY, SERVICES AND WORK

Vineyard Community & Richmond Foodbank serves the local community within Richmond borough and seeks to help people into lasting change through holistic support work and the transformation of individuals in body, mind and spirit by the power of God's love. Those who come to us for help are our guests, rather than clients or service users.

There are broadly four groups of people whom we help.

Firstly, those in complex crisis including refugees, those living on the streets, facing crippling financial difficulty, addiction and mental health struggles, people experiencing multiple and acute disadvantage and resulting vulnerabilities who need emergency short-term support and immediate help at our Crisis Drop-In. Our aim is to help people away from cyclical breakdown to purposeful, stable and self-sustaining living. Our Crisis Drop-In provides emergency basics and longer-term holistic support work to help people lead and sustain positive change in their lives. This



includes food, clothing, showers, warm welcome, refuge and casework-based supported journeys to better futures.



We provide on-site emergency nursing and medical help as well as advocacy and case working.

We refer guests to partnering specialist support given by other organisations working on site like the Glass Door, Salvation Employment Plus U.K, RB MIND, Hep C Trust, Richmond Community Drug & Alcohol Services, We Are With You, the Pathway Team, SPEAR Outreach Team, Citizen's Advice, Foodbank, GP and Community Mental Health services. Regular multi-agency support working, and case conference meetings are held jointly with other agencies to ensure a co-ordinated approach that can achieve the goals of change each person comes with.



Secondly are those who feel lonely, isolated, and socially excluded. Some have learning difficulties, disabilities or mental health problems and some are complex vulnerable

adults.

They are very much at home in our services where hospitality is offered with support work, welcoming community, and Christian ministry available.

Besides offering good quality refreshments, we host other organisations and activities in our community café environment like RBMind's Crafty Minds Art Therapy Group, a local Knitting Group, CAB, local Councillor surgeries and other helpful opportunities.



Thirdly, we help those in food poverty who need emergency food supplies. We operate our main Foodbank at our Vineyard Centre and five other satellites provide this service elsewhere across the borough. Our Foodbank is part of the Trussell Trust

network. Support work, hot healthy food, and other pathways of change and help are also offered within these holistic services.



Fourthly, we work with vulnerable groups experiencing isolation and trauma, whether refugees, fleeing domestic violence or having multiple complex disadvantages, through our crisis response projects where vocational skills

and wellbeing are taught, and support work provided. This gives a sense of community and personal confidence built up through a variety of opportunities for progression to more stable living, further education and employment. Our latest Women's Hub project, held on Wednesday afternoons, is a very exciting development.



We also run two Vineyard Community Charity Shops. Guests on their road to recovery often work as mentored volunteers in the shops and the café, and both seek to provide self-sustaining income revenue



too for our work.

Our website gives more in-depth information here vineyardcommunity.org

Our Annual Report and Accounts for last year is available from the Charity Commission website.



4. YOUR MAIN TERMS OF EMPLOYMENT

SALARY

£9,282pa (£33,150pa FTE).

HOURS OF WORK

10.50 hours pw Monday, Wednesday and Friday from 8.30am to 12.00 noon, although some flexibility outside these hours may be needed.

ANNUAL HOLIDAY

5 weeks per year, excluding public holidays.

SICK PAY

Statutory Sick Pay on joining and then 2 week's paid occupational sick leave after 6 month's service.

PENSION

Our Workplace Pension Scheme is the People's Pension. You may join this scheme if you wish, and your contribution will be 5% of salary and our contribution as your employer will be 5%.

PROBATIONARY PERIOD

3 months.

NOTICE PERIOD

2 weeks during probationary period increasing to 4 weeks after confirmation in post.

OTHER BENEFITS

A fantastic, supportive, and developmental team and workplace that is supporting people and helping them to change the course of their lives for the better, every moment of every day. We are an organisation open to ideas. This is an excellent opportunity for someone who would like to grow the role, branch out, and really be part of taking an organisation on the exciting journey of shaping our future, and therefore is ideal for various levels of experience. Whatever your background, you will be becoming part of something that makes a lasting meaningful difference in the lives of so many people in various difficult circumstances.