

# RAINBOWS HOSPICE FOR CHILDREN AND YOUNG PEOPLE

## JOB DESCRIPTION

**Job Title:** Transition Support Worker  
**Band:**  
**Responsible to:** Transition Lead  
**Accountable to:** Head of Family Support

### Job Purpose

To work alongside and assist the Transition Lead and Transition Support Worker in supporting the needs of young people transitioning out of children's services into appropriate adult services, including adult palliative care hospices.

To support young people and their families in all aspects of transition including health; education; social and welfare.

To have an awareness of legal issues that will impact on young people and their families including the Mental Capacity Act (2005), consent and Deprivation of Liberty Safeguards (DoLS).

To act as a key contact for young people and their families; act as resource to colleagues; liaise with external organisations, building links as appropriate; support the delivery of training; and attend external events and meetings as required.

### Key Responsibilities

- To implement the Transition Policy for Rainbows in conjunction with the Transition team, identifying and liaising with external partner agencies in supporting transition of young people from children's to adult services.
- To work in partnership with the Transition Team, Family Support Team and Care Team to ensure that every young person aged 13 or over has access to transition support..
- To identify appropriate services locally that are able to meet the needs of young people requiring transition.
- Develop relationships with relevant services to aid the transition process.
- Develop a professional relationship with young people and their families. Ensure that young people and families are informed in a timely way of the impact transition may have on their care and support. Ensure that families are kept informed of the Rainbows transition pathway and how this impacts on their access to the service.

## **Training and Development**

- To attend staff development programmes, training courses, conferences and study days as deemed necessary.
- To attend compulsory staff meetings and supervision sessions.
- To maintain own professional portfolio and keep updated with developments and research based practice within given field of expertise.
- To support the Transition Lead and Transition Coordinator in providing training to Rainbows staff and external organisations
- To take responsibility for attendance at mandatory training sessions as deemed necessary by the organisation.

## **Data Compliance and Confidentiality**

- In line with national legislation, and Rainbows policies, must process all personal data fairly and lawfully, for the specific purpose(s) it was obtained and not disclosed in any way incompatible with such purpose(s) or to any unauthorised persons or organisations, unless a lawful exemption applies
- To comply with all Rainbows policies and procedures on Data Protection, Confidentiality and Information Security.
- To adhere to Rainbows Record Keeping policy, ensuring clinical records are kept up-to-date and stored securely.

## **Behaviours and Values**

- To promote, uphold and demonstrate the Rainbows values of WE CARE
- To work actively and positively as part of the wider hospice team, demonstrating a desire and ability to build relationships with colleagues across all teams
- To be able to manage time and projects effectively and efficiently and respond to shifting priorities and workloads with support and guidance.
- To be proactive in building relationships with Rainbows young people and their families.
- To be proactive in building relationships with external organisations.
- To act always in a professional manner, respecting the needs of colleagues and co-workers, working collaboratively to ensure a harmonious work environment and following our code of conduct at all times.

## **Safeguarding Children and Vulnerable Adults**

In addition to Safeguarding responsibilities within Key Responsibilities:

- To comply with Rainbows and Local Authority Policies and Procedures.
- To follow hospice policy regarding the management and escalation of safeguarding concerns.
- To advocate and champion the rights of children and young people.
- To access mandatory safeguarding training and demonstrate competence at the required level as stipulated in The Royal College of Nursing Safeguarding Intercollegiate Guidance for both children and adults.

## **Equality, Diversity and Rights**

Rainbows Hospice for Children and Young People is committed to improving and maintaining the quality of its services to all people, irrespective of race/ethnicity, disability, gender, religion or belief, age or sexual orientation. Our objective is to deliver high quality services that are accessible, responsive, and appropriate to meet the diverse needs of different groups and individuals. As such, we will continue to take action to ensure that staff and volunteers employed by Rainbows Hospice are culturally aware and treat every person with dignity, respect and fairness, in a way that is sensitively responsive to differences and similarities. Unlawful discrimination and other forms of exclusion have no place within Rainbows Hospice.

Responsibilities;

- To support equality, diversity and rights of all including children, young people and their families, staff and volunteers.
- To actively promote the consultation of children/young people and families and their involvement and participation in decision making.
- To adhere to Rainbows Equality and Diversity Policy.

## **Health and Safety**

- To carry out duties placed on employees by the Health and Safety at Work Act 1974.
- To comply with Rainbows Health and Safety Policy.
- To take reasonable care for the Health and Safety of themselves and others whom may be affected by their acts or omissions at work.
- To co-operate with their employer as far as is necessary to meet the requirements of the legislation.

- To not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety or welfare in the pursuance of any of the relevant statutory provisions.
- To be aware of and adhere to current policies regarding infection control at all times.

### **General**

- To maintain a high standard of personal hygiene and presentation.
- To act at all times in a professional manner, respecting the needs of colleagues and co-operating to maintain a harmonious working environment.
- To carry out any reasonable duties as requested by your line manager or senior manager.

This job description is subject to amendment and may be changed from time to time following consultation.