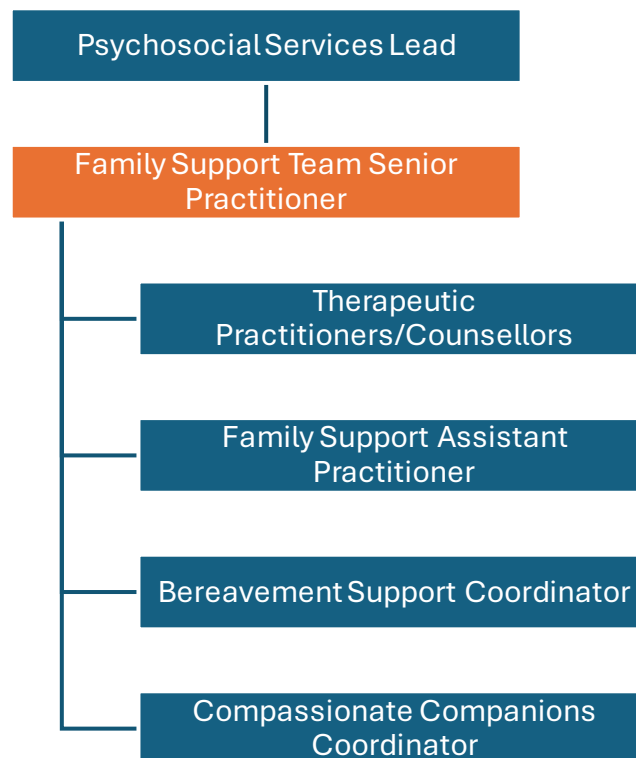


Addendum to current Job Description

Job Details:	
Job Title:	Family Support Team Senior Practitioner
Grade:	Band 6
Department:	Family Support Team
Directorate:	Clinical Services
Reporting to:	Psychosocial Services Lead
Responsible for	Therapeutic Practitioners/Counsellors Family Support Assistant Practitioner Bereavement Support Coordinator Compassionate Companions Coordinator
Honorarium Arrangement: <i>The postholder will undertake the additional responsibilities outlined within this addendum in their capacity as Deputy to the Psychosocial Services Lead. Recognition of these additional duties will be through an honorarium arrangement. The substantive post remains Family Support Team Senior Practitioner (Band 6).</i>	
Principal Duties and Responsibilities • Provide professional leadership and support to Family Support Team staff and volunteers working within the Dorothy House Care Services Directorate, including contributing to recruitment, supervision, performance management and the continuing professional development of team members. • Act as Deputy to the Psychosocial Services Lead, assuming delegated operational and professional responsibilities in their absence and representing the service at internal and external meetings as required. • Support the Psychosocial Services Lead in ensuring effective operational management, clinical and service governance, and workforce leadership across psychosocial services. • Support the implementation of service developments, quality improvement initiatives, clinical governance requirements and service audits across psychosocial services. • Contribute to workforce planning, service development and the achievement of strategic and operational objectives for psychosocial services. • Maintain professional registration and practice in accordance with the standards and codes of conduct of the relevant professional body.	

Structure Chart



Special Note

This job description does not form a part of the contract of employment but indicates how that contract should be performed. The job description will be subject to amendment in the light of experience and in consultation with the post holder.

Leadership Commitment

As a People Manager at Dorothy House, you play a vital role in shaping our culture, supporting our teams, and delivering our purpose “**to empower, collaborate and deliver so that no one faces death alone**”.

As part of our Manager Role Profile, this role is identified as a “**Team Leader**”. This means that you will commit to:

Lead Me Well:

- Set clear agreements and make sure people understand what’s expected of them.
- Follow through on what you say you’ll do.
- Tend to difficulties early - don’t escalate issues that are yours to hold.

Support My Development and Wellbeing:

- Check in regularly on how people are doing - not just tasks.
- Spot strengths and offer opportunities to grow.
- Notice stress early and take action.

Listen to Me and Keep Me Informed:

- Keep to regular check-ins - don’t cancel without good reason.

- Keep your team in the loop.
- Listen without distraction and respond clearly.

No Smoking Policy

Dorothy House operates a No Smoking Policy for all staff, volunteers and visitors in relation to promoting health. It applies to the Hospice premises and grounds at Winsley, all Dorothy House shops and when staff are on duty in patients homes.

Confidentiality

All of the work relating to patients, carers, donors, staff and volunteers and any other information gained are of a confidential nature and must not be communicated to other persons except in the course of duty.

Health and Safety at Work Act

It is the responsibility of all employees to ensure that the requirements of the Health and Safety at Work Act are complied with safe working practices are adhered to and that hazards are observed and reported to the appropriate office.

Safeguarding

Dorothy House is committed to promoting the wellbeing of all adults and children who use our services, ensuring that they live a life that is free from harm, abuse and neglect. We work in an open and transparent way and encourage staff, volunteers, patients and families to raise any safeguarding concerns. All staff should ensure that they are aware of their responsibilities and attend the mandatory training as required.

Person Specification

Criteria	Essential	Desirable
Experience working as a Family Support Team Senior Practitioner or equivalent senior practitioner role.	X	
Experience of providing supervision, mentorship or professional support to colleagues, students or volunteers.	X	
Demonstrates the ability to lead well and make effective decisions in the absence of the Psychosocial Services Lead.	X	
Experience representing a service or team in meetings with internal and external stakeholders.	X	
Demonstrates an understanding of clinical governance, quality improvement and service development.	X	
Demonstrates the ability to manage competing priorities and support others through change.	X	

Experience of contributing to recruitment, performance management or workforce development.		X
Experience of leading service improvement projects, audits or quality initiatives.		X
Previous experience acting in a deputy, team leader or operational leadership capacity.		X