



## **JOB DESCRIPTION AND PERSON SPECIFICATION FOR THE POST OF THERAPIST AT CAVENDISH CANCER CARE**

**Job Title:** Acupuncturist

**Location:** Cavendish Cancer Care

**Accountable to:** Board of Trustees

**Reporting to:** Head of Service

### **Job Summary**

This post involves working directly with patients and carers in the role of Acupuncturist at Cavendish Cancer Care. This is a demanding role, which involves working in an open, non-judgmental and person-centred way with people who may be seriously ill, distressed, anxious or upset. Individuals should not only be professionally competent, but also demonstrate a caring, sensitive and empathetic approach to patient care. The therapist will assess and deliver acupuncture for both patients and carers at the Tim Pryor Centre.

### **KEY RESPONSIBILITIES**

- To work confidently with patients with cancer at any stage of the disease, or with a family member who is affected by a diagnosis of cancer or during bereavement.
- To work with patients with other life limiting conditions and their carers as part of a regular service.
- To consider individual physical, emotional, social and spiritual needs and to deliver complementary therapies to patients and carers to help address the needs and concerns identified at the initial assessment, working within the Cavendish model of care.
- To liaise and communicate effectively with other health care professionals involved as appropriate.
- To maintain appropriate and accurate documentation and to collect activity data and to ensure all completed in a timely manner.
- To respect confidentiality, applying to all areas of Cavendish Cancer Care.
- To work within the policies and protocols relevant to the post, contributing to their updating and development as appropriate.

- To liaise with other members of the team at Cavendish Cancer Care, to attend team meetings as necessary and share knowledge and skills with the rest of the staff team as requested.
- To carry out basic administration duties at the Centre commensurate with the post.
- To contribute to the continuous improvement and development of the service and implementation of changes as appropriate.
- To contribute to research and audit in relation to complementary therapies and cancer as appropriate.
- To undertake Continuing Professional Development.
- To have regular professional supervision.

### **KEY DELIVERABLES**

- To contribute to the delivery of complementary therapies for clients at Cavendish Cancer Care.
- To liaise with other members of the team at Cavendish and to attend team meetings.
- To liaise with other professionals and to be involved with activities to raise awareness of Cavendish Cancer Care.
- To contribute to the development of therapy services and implementation of changes as appropriate.

### **KEY MEASURES**

- Evidence of continuing professional development.
- Evidence of reflective practice.
- Evidence of current safeguarding training and knowledge in relation to current practice.
- Accurate and appropriate documentation and record keeping.
- Working to agreed service level agreements.

### **SUPPORT AND PROFESSIONAL DEVELOPMENT**

Support is provided by the Head of Service at the Centre, in addition to peer and group support. Mentorship is provided for the first three months.

The therapist is required to:

- Take a proactive approach to continued professional and personal development and to provide evidence thereof.
- Undertake regular clinical supervision.

The post holder may also be required to carry out other duties reasonably expected by Cavendish Cancer Care. This job description may be reviewed and amended as required

following consultation with the post holder to reflect organisational and role developments and needs.

Cavendish Cancer Care operates a system of regular reviews which includes an annual review where the job description, responsibilities and overall performance in post are discussed.

### **CONTRACT TERMS**

**Contract Terms:** Self employed with a contract for services agreement in place between the Therapist and Cavendish Cancer Care.

**Working hours:** up to 6 hours per week over 1-2 days.

**Rate of pay:** £28.25 per hour (Invoices to be submitted to Cavendish by the date specified each month by Cavendish to ensure payment is processed and paid in that month).

## Person specification

### Post: Acupuncturist

	Essential	Desirable
Qualifications	<p>A recognised qualification in acupuncture.</p> <p>Registration with the British Acupuncture Council.</p>	<p>Additional qualifications obtained post registration.</p>
Skills	<p>Ability, and commitment, to work in a person centred, collaborative and holistic way.</p> <p>Excellent communication and interpersonal skills.</p> <p>Ability to work flexibly, be responsive to individual needs and build and maintain therapeutic relationships with clients.</p> <p>Excellent time management skills and organisational skills.</p> <p>Ability to work within a team and independently.</p> <p>Commitment to a person-centred collaborative holistic approach to care.</p> <p>Ability to demonstrate compassion when dealing with highly emotive situations.</p> <p>Ability to support colleagues.</p>	
Knowledge	<p>Knowledge/understanding of the psychological, emotional, and spiritual needs of people affected by life limiting conditions.</p>	<p>Knowledge in relation to audit and research.</p> <p>Knowledge of cancer treatment</p>

	<p>Knowledge/understanding of grief, loss and bereavement issues.</p> <p>Knowledge of adult safeguarding and legislation.</p> <p>A clearly documented commitment to professional and personal development.</p> <p>Good computer literacy.</p>	
Experience	<p>Professional experience of working with people who have cancer or other life limiting disease and families who are experiencing emotional distress and life changing situations.</p> <p>Two or more years' experience relevant to the requirements of the post.</p>	<p>Experience of working within a multidisciplinary team.</p> <p>Experience of working within the National Health Service.</p> <p>Experience of delivering short term interventions.</p>
Personal attributes	<p>Self- motivated and conscientious.</p> <p>Committed to equality and diversity.</p> <p>Resilient.</p> <p>To have a flexible approach regarding working hours as some early evening working may be required as the service extends.</p> <p>Ability to reflect and learn from experiences.</p>	