**Job Description: Part-Time Nurse**

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| **Job Title**  | **Part-Time Nurse** |
| **Contract** | Permanent |
| **Location of Post** | Ballinasloe Social Services, Brackernagh, Ballinasloe, Co. Galway |
| **Salary Scale etc** | €€30,609 - €47,431 pro-rata. This pay rate is subject to increases in 2024 in accordance with recent WRC agreement towards enhanced pay adjustment in Section 39 organisations.Payment of increments subject to receipt of increased funding for same. The company will make a provision for pension at a rate of 5% of Gross Salary after a period of 6 months.The holiday entitlement is 19 days annual leave per annum + Public HolidaysA 6 month probationary period will apply. |
| **Confidentiality** | The Post Holder will be expected to observe confidentiality in relation to the business ofBallinasloe Social Services |
| **Organisation Details** | Ballinasloe Social Services’ vision is to improve the quality of life for older people, people with physical disabilities, children and people in need in Ballinasloe and the surrounding areas by providing a range of social services and identifying new opportunities to respond to emerging needs. |
| **Scope and Purpose of the Post**  | The Nursing Post role is part-time (22 hours over 4 days pw Monday to Thursday), reporting to the Ballinasloe Social Services Day Care Manager The Post Holder must have a positive attitude towards supporting older persons and help to ensure that they are supported with individual needs and have a positive outcome to their day in the Day Centre. The Post Holder must exhibit and maintain best nursing practice and apply skills to ensure the physical, social and emotional needs of the service users in their care are addressed at all times. The Post Holder must treat each person as an individual and at all times acknowledge and respect the rights and personal dignity of the person.The Post Holder is required to establish and maintain relationships with service users that are based on respect and equality and that promote their general well-being.   |
| **Duties and Responsibilities**  | 1. Work with the Day Centre Manager to promote best practice and implement appropriate policies and procedures.
2. Assist service users to and from the Centre Transport
3. Proper use of equipment to mobilize service users that adheres to safe manual handling i.e. use of wheelchairs, walking frames and sara steady
4. Assist service users at mealtimes by serving individual meals and drinks to the individual needs i.e. cut up food for clients and assist with feeding when required.
5. Assist service users with personal hygiene needs e.g. toileting, showering if required, care of hair and nails etc
6. Carry out observations i.e blood pressure, pulse, temperature, blood sugars and follow through concerns to the appropriate medical professionals.
7. Listen to the opinions and views of the service users and direct their concerns to the appropriate channels.
8. Manage the day-to-day operation of the Day Centre in the absence of the Day Care Manager.

**The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.** The successful candidate will undertake on the job training/continuous professional development to carry out their duties effectively. |
| **Qualifications and / or Experience** | Applicants will by the closing date of application have the following:* Essential Nursing RGN Qualification validated for working in the Republic of Ireland
* Be registered in General Nursing Division of the live Register of Nurses kept by Nursing and Midwifery Board of Ireland (NMBI)
* Successful candidate must maintain annual registration with Nursing and Midwifery Board of Ireland (NMBI)
* At least 3 years’ post graduate paid nursing experience
* Understanding of the core values of the organisation

**Character**Each candidate and any person holding the office must be of good character.The candidate must be at least 18 years of age. No upper age limit shall apply.  |
| **Skills, competencies and/or knowledge** | * Strong communication and interpersonal skills
* Ability to work with other staff and volunteers as part of a team and build relations both within the team and outside of the organisation
* Ability to work on own, plan work and complete tasks
* Previous relevant work experience, in a paid capacity.
* Ability to identify challenges and be willing to problem solve
* Ability to manage timekeeping, meet deadlines and commit to being a reliable member of a team
* Strong skills around confidentiality and the ability to manage confidential information appropriately
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| **Other requirements of the role**  | To successfully complete Garda Vetting. |
| **Campaign Specific Selection Process****Shortlisting / Interview** | Short listing may be carried out on the basis of information supplied in the application. The eligibility criteria for short listing are based on the requirements of the post as outlined in sections of this job description under “Qualifications and/or Experience” and “Skills, competencies and/or knowledge”. Therefore, it is very important that candidates describe their experience in light of those requirements in their application.Failure to include information regarding these requirements may result in candidates not being called forward to the next stage of the selection process. Those successful at the shortlisting stage of this process will be called forward to interview.  |