

ST PAUL'S MARYLEBONE **PARISH NURSE INFORMATION PACK**

Introduction

St Paul's is an estates-based, community-focused, inclusive Church of England parish in the Diocese of London. St Paul's aspires to be a church that is *Loving God, Loving Creation and Loving Community*. We are seeking a Parish Nurse to enable us to fulfil these values by supporting the wellbeing and health of the people in this parish; by being a trusted and recognised community presence; by being with people in times of particular and acute need; and by compassionate action, helping people navigate health needs and inequalities, and discover fullness of life.

Parish Nursing at St Paul's, Marylebone

Hours: 16 hours / 2 days per week, or across the week by arrangement

Salary: £14,000 per year (2-year contract in first instance)

The role of Parish Nurse is a new post at St Paul's in partnership with Parish Nursing Ministry UK and funded by a generous grant from Westminster City Council Healthy Communities Fund. There is scope for this new role to be shaped by and around the successful candidate, in response to the needs and desires of this community.

It is hoped that the Parish Nurse will be known both to regular members and visitors to St Paul's at our weekly FoodCycle Marylebone meal; Coffee Mornings; mental-health drop-in group; Sunday services; as well as among those living in the parish. The Parish Nurse will be based at St Paul's, with a consultation room and office space for individual consultations, as well as large meeting space for group workshops or larger meetings.

Pattern of work

It is currently envisaged that as part of the weekly pattern of work, this role will include:

- Monthly attendance at Wednesday evening meal 'FoodCycle Marylebone' from 6pm-7.30pm: to meet members of the community,

arrange one-to-one consultations, and listen to community concerns to plan workshops and training sessions;

- Attendance at monthly Coffee Morning (Wednesdays) meeting with members of the community and occasionally hosting workshops or training sessions;
- Weekly drop-in for individual consultation;
- Meetings with regional Parish Nurses (PNMUK) to share experience and reflect on practice;
- Regular connection with community health workers, social prescribing team, GPs and health professional to build up a good referral system.

The new role is provided in partnership with Parish Nursing Ministry UK and aims to improve and maintain holistic health and wellbeing of individuals across the whole of the parish.

About St Paul's Marylebone

St Paul's is the parish church of Lisson Green and Church Street Estates, within the Deanery of St Marylebone, in the Diocese of London. St Paul's sits within the London Borough of Westminster. We are located close to Marylebone, Baker Street and Edgware Road station, and accessible by a number of cycle routes and public transport links.

Lisson Green and Church Street estates are diverse, multi-cultural communities, with a strong sense of identity focused around Church Street Market, local schools and community groups. The parish has a large Arabic-speaking population and diverse faith communities (Muslim, Christian, Jewish, Sikh, Buddhist) who work together to create a stronger community. St Paul's Church reflects the diversity of its local community, the vast majority of those worshipping in or visiting the church throughout the week are resident in the parish on the estates. The centre of our life together is our weekly eucharist on Sunday mornings, at which people of all ages and backgrounds gather, and from which the rest of our week and our values of *Loving God, Loving Creation and Loving Community* flow.

St Paul's has a long tradition of social, community and wellbeing outreach. St Paul's is an active community church, hosting and organising numerous groups and welcoming over 1000 people through its doors each week. In 2016 it established a weekly community meal which now serves a three-course vegetarian meal to over 70 people each week, employs a Food and Wellbeing Manager, and offers additional wellbeing support by way of mental health

groups, AA groups, health, housing and finance advice, and one-to-one pastoral care. The growth of this project and our trusted and recognised support within the community is the foundation of this new Parish Nursing project, seeking to enable individuals who struggle to access existing healthcare provision, whilst also improving and working closely with community public health through preventative education and understanding the impact of small changes in behaviour, diet and way of life to discover fullness of life.

Parish Nurse Project Outcomes

- To enable awareness and conversations around public, preventative, and good health and well-being focused on 'fullness of life';
- To be a trusted, recognised community and congregational presence and support at times of particular or acute need in navigating healthcare system and needs;
- To increase access and awareness of appropriate healthcare intervention and support of other healthcare, charity and community partners.

Proposed Project Delivery

- monthly community drop-in based in St Paul's Church
- monthly local health workshop, including e.g. screening/diet/preventative interventions
- twice monthly consultations by appointment (consultation room)
- monthly connection with guest attending Community Meal
- local networking, line management, staff meetings, planning
- attendance at St Paul's Church one Sunday a month
- follow-up with individuals, collecting 'data' on use of service
- meetings with regional Parish Nurses through PNMUK

Key Dates

Closing Date for Applications: Monday 31 March 2025, 5pm

Start Date: April-May 2025

Parish Nurse Ministry UK Training: August 2025

PARISH NURSE JOB DESCRIPTION

Job title: Parish Nurse

Hours: 16 hours / 2 days per week, or across the week by arrangement

Salary: £14,000 per year (2-year contract in first instance)

Location: St Paul's Church, 5 Rossmore Road, London NW1 6NJ

Linked with: Parish Nursing Ministry UK

Job Purpose: To provide a parish nursing service that integrates spiritual, physical, psychological, emotional and social health to the local community, regardless of faith or belief.

MAIN DUTIES AND RESPONSIBILITIES

Support Holistic Health

- To support individuals in dealing with health issues and concerns, through planned care provision in collaboration with local health partners and the wider St Paul's team, promoting individuals' independence and support with accessing further care where required.
- To deliver, or facilitate the delivery of, planned health support in the church and/or community locations.
- Where appropriate, to carry out comprehensive and person-centred risk assessments to ensure that health needs are being met
- Where appropriate, to develop screening opportunities in the church which can also be accessed by the local community
- Where appropriate to attend local health and social care professional meetings to ensure continuity of care of individuals
- To ensure clinical / nursing activities and advice are in concordance with up to date and relevant NICE guidance, and that these are evidence based and supported by current and reliable research.

Health Education

- To monitor the health education priorities through awareness of health needs of the local community via population health data and in collaboration with local health partners
- To provide health education to individuals and groups through various means of delivery, aiming to increase understanding of health concerns and to empower people to make changes to minimise the impact of their health concern
- To develop and provide a variety of educational activities for all ages that explore the relationship between values, attitudes, lifestyle, faith and health.

- To promote health education and prevention as an integrated aspect of care delivery
- To develop opportunities for health education activities in church and community events
- To signpost and display health education materials relevant for the use of congregation, individual or groups, and the general public, as needed to promote screening, prevention and access to relevant services.

Health Advocacy

- To provide an advocacy role that supports people in their access of health services
- To initiate and support referrals to other health professionals and support agencies in order to support the range of need of a person requesting support
- To work with health, social care, faith organisations and voluntary sector services to support the best solution for holistic care

Relationships

- To liaise with appropriate agencies and authorities in support of individual's health needs
- To appropriately refer to health, social care, faith organisations and voluntary sector services to access the most suitable resources for holistic care

Support Groups

- To develop relevant Support Groups, following assessment of needs of individuals and the local community needs
- Where appropriate, to source relevant resources for support groups that enhance holistic care
- To refer to external support groups within the community where appropriate

Management of Volunteer Team if appropriate

- To recruit a team of volunteers to work with and support parish nursing in the church and local community
- To define the role of the volunteers, ensuring this is available in the form of a written role description

- To work with the Safeguarding Officer to ensure necessary volunteer recruitment process is carried out, and that Disclosure and Barring Checks are in place
- To provide training for volunteers to equip them to fulfil the role
- To ensure volunteer agreements are in place and roles and responsibilities are clear, particularly in regards to escalation of concerns, safeguarding and lone working arrangements.
- To lead health team staff/volunteer meetings
- To provide supervision, support and annual reviews/appraisals to the volunteer team

Integration of Faith and Health

- In all provision of holistic health care, to integrate faith and health in all activities and contacts, aiming to promote the understanding of the relationship between faith and health
- To refer clients to a faith tradition or group of their choice and where appropriate to respond to requests for Christian prayer if requested by members of the St Paul's congregation or other Christian communities and to facilitate or assist with services of home communion (as licensed by the Bishop).

Professional Management

- To attend team meetings and regular one to one meeting with line manager
- To work as an autonomous and lone practitioner, ensuring adherence to the church/ organisation's systems for lone workers
- To maintain accurate, systematic and timely record keeping of health interventions in keeping with NMC Record Keeping guidance, ensuring safe storage of documentation
- To keep statistical information required by the church/organisation, any funders and Parish Nursing Ministry UK
- To manage the resources of the parish nursing service, including any financial resources, in line with professional standards and quality of care
- To participate in annual development review/appraisal with direct line manager
- To adhere to church/organisation policies and NMC requirements and to maintain revalidation on the NMC register.
- To promote safeguarding of children, young people and adults at risk in all parish nursing activities and to escalate any concerns via the church safeguarding officer and diocesan safeguarding team to ensure that good record keeping is maintained.

- To ensure confidentiality and data protection processes are in place, and data protection policies are adhered to at all times
- To maintain the Parish Nurse Quality Standards, regularly reviewing these as necessary with the line manager and annually reviewing these with the line manager and Regional Nurse Coordinator
- To take appropriate action in regard to any accident or incident occurring to a volunteer, client, staff member or visitor
- To take opportunities to promote parish nursing in the local area

Personal Development

- To be aware of, and act in accordance with, the Nursing and Midwifery Council Code of Professional Conduct at all times
- To ensure current NMC registration and membership of a professional organisation
- To work within the scope of knowledge and competence at all times and to remain up to date with all relevant NICE guidance and to incorporate any updates that may occur into day-to-day practice.
- To ensure own spiritual care needs are met
- To participate in regular spiritual supervision and to use supervision as a time to raise any concerns or ways in which workload or wellbeing could be improved at work.
- To maintain up-to-date knowledge and skills and undertake education in accordance with individual parish nurse and church needs
- To attend a PNMUK Community of Practice for professional supervision and support
- To attend annual review meetings with PNMUK Regional Nurse Coordinator

The Equality Act 2010 Schedule 9 part 1(1-3) applies to this post. The post is restricted to practicing Christians as prayer may be requested by members of Christian communities.

The above list of roles is not intended to be exhaustive and may be subject to change, which will be done in discussion with the post holder and line manager.

Person Specification: Parish Nurse

Factors	Criteria	Assessment*
Education/Qualification (Note detail the level and type of qualification required, indicating where equivalent experience will be considered.)		
Essential	Registered Nurse (Adult/Child/Mental Health/Learning Disability) Nursing and Midwifery Council Registration Evidence of post registration education and training Completion of the PNMUK Preparation for Parish Nursing Practice Course or willingness to undertake this Regular member of a church of any Christian denomination	AF/C AF/C AF/IV AF/IV AF/IV
Desirable	Community Nursing/Specialist Practitioner Qualification Some theological or discipleship training	AF/C AF/IV
Experience (Note detail the level and type of experience required. Please do not include number of years as this contravenes the Age Discrimination Legislation, e.g. extensive experience in Project Management)		
Essential	Experience of relevant specialty of nursing Experience of teaching Experience of working with students	AF/IV AF/IV AF/IV
Desirable	Experience of working within Community Nursing Previous management experience Fluent Arabic-speaker or willingness to work with translator, where needed.	AF/IV AF/IV
Skills and Knowledge (Note detail the level and type of skills/knowledge required. E.g. knowledge of the relevant legislation/professional codes, IT knowledge including MS Word & Excel, physical skills e.g. standard keyboard skills)		
Essential	High standard of clinical expertise Leadership skills and the ability to motivate staff Ability to work independently and within a team Decision making skills Good communication skills IT skills High level knowledge of the Nursing and Midwifery Council Code of Professional Conduct Detailed knowledge of Personal Development Planning Knowledge of Clinical Governance and its implementations Knowledge of the purpose and value of Clinical Supervision and support of staff Understanding of, and commitment to, equal opportunities	AF/IV AF/IV AF/IV AF/IV AF/IV AF AF/IV AF/IV AF/IV AF/IV AF/IV

Desirable	Previous experience of Quality Improvement training and application in practice Evidence of a research based approach to a health project or initiative.	AF/IV AF/IV
<p>* Assessment will take place with reference to the following AF – Application Form, IV – Interview, P – Presentation, C Certificate</p>		

Application

Application is via application form. CVs WILL NOT BE ACCEPTED

For the application form or for more information, please contact:

Rector, Revd Clare Dowding: rector@stpaulsmarylebone.org

or

Parish Administrator: office@stpaulsmarylebone.org