

JOB TITLE: Transition Lead

REPORTS TO: Family Liaison Lead

RESPONSIBLE FOR: Transition Practitioner / Volunteers / Student Placement

PURPOSE OF ROLE

To lead on Transition for the organisation, acting as a resource to colleagues regarding transition issues and offer specialist advice as required. Ensuring appropriate advice, advocacy and information is available to young people between 14 and 25 years of age, and/or their families in line with our current Transition Framework.

To support the transition of young people with life limiting or life threatening conditions who are transitioning from children's to adult social care, education and/or health services. To develop partnerships with relevant external organisations in order to meet the needs of young people moving from Demelza Hospice Care for Children to other adult services.

KEY RESPONSIBILITIES

Practice

1. To implement the current Transition Framework across the organisation, in conjunction with Nursing Care teams, Family Support and external agencies to ensure families are prepared to move away from the care and support provided by Demelza to appropriate adult services.
2. To plan with the young person and their family/carers, in conjunction with the Nursing Care teams and Family Support, within the Transition Framework to ensure timely referral to adult services, demonstrating planned transition.
3. To demonstrate specialist knowledge of physical disabilities and complex needs and the implications of these for the young person moving through Demelza and away from children's hospice care.
4. To provide advice and information to young people and their families/carers on issues relating to transition.
5. To advocate on behalf of young people and/or their families/carers and to liaise with other agencies in accessing services as appropriate.
6. To help families navigate the change in financial benefits for young people, and their families, offering advice and support where appropriate.
7. To support, promote and share knowledge regarding all aspects of young people's rights as outlined in the Mental Capacity Act (2005) and implemented through Deprivation of Liberty Safeguards.
8. To support the transition from Deprivation of Liberty Safeguards to Liberty Protection Safeguards (LPS) by working in conjunction with Safeguarding Leads and statutory agencies to ensure the new LPS code of practice is adhered to.

Leadership

1. Working closely with the Transition Steering Group, Clinical Care and Family Support Department to further develop and implement the Transition Framework.
2. To promote, develop and maintain professional relationships with appropriate external agencies to ensure joint working opportunities, service mapping, delivery and capacity building as appropriate.
3. To represent the transition needs of young people at strategic forums, throughout the organisation and also at appropriate external professional bodies.
4. Remain abreast of and implement National Standard Frameworks and remain up to date with changes in national policy relating to young people who may access the hospice.

5. To facilitate the development and practice of evidence based transitional care within the hospice, in line with The National Institute for Health and Care Excellence (NICE) guidelines.
6. To support and manage the Transition Support Service, including recruiting to new posts.
7. Adhere to agreed monitoring and evaluation processes relating to Transition Services in relation to organisation Key Performance Indicators (KPIs) and content for Clinical Governance Quarterly Reports.

Governance

1. To recognise and respect issues of diversity, autonomy and equity of access for young people within the organisation; more specifically in relation to the Mental Capacity Act (2005) and Gillick Competence and Fraser Guidelines.
2. To work with other Social Care, Education and Health professionals within statutory and non-statutory services and agencies, to share and receive information as appropriate.
3. To contribute actively to Demelza's Safeguarding Children and Adult policies and procedures whilst ensuring relevant and timely responses in line statutory guidance and care plans.
4. Ensure an applied working knowledge of confidentiality in relation to young people and their parents/carers is adopted across the team.
5. Ensure that all Transition Support Services developments comply with Health & Safety, Lone Working procedures, remaining abreast of regional and national policies relating to safeguarding young people in transition.
6. To improve and develop service evaluation within the Clinical Governance framework, as required, and actively contribute to continuous improvement. To be aware of and contribute to the Risk register as a means of addressing risks within the service that may impact children, young people and their families.

Education

1. To develop and deliver training sessions to raise awareness of the needs of young people in transition and contribute towards education of both staff, children, young people and their families/carers.
2. To adopt a proactive commitment and reflective approach to continuing personal and professional development, participate constructively in an annual appraisal review and to seek external and internal learning opportunities to enhance knowledge that will benefit the Children / Young People and families using the service.
3. Ensure team members, specifically Transition Practitioners, Family Liaison Practitioners, Nursing Care and volunteers remain supported to access appropriate training reflective of the broader Transition Support Service whilst meeting the current and emerging needs of young people.
4. To work with relevant adult services and alongside Clinical Care to identify gaps in knowledge to enable care for an individual and support the service to develop that knowledge/skill.
5. To attend staff development programmes, training courses, conferences and study days as deemed necessary.

OUR VALUES & BEHAVIOURS

Employees are required to demonstrate and actively align to our organisational values and behaviours at all time.



The families and children we help, and our supporters, deserve nothing but excellence. Each one of use has a vital role to play in providing unique care and support and we always strive to deliver a brilliant service. By working and improving together, we can give even more families a chance to enjoy time as a family, for as long as they have.



We admit it. We love what we do. We feel privileged to support the families who trust us to care for those they love. And we couldn't be prouder to be part of #TeamDemelza, it's the most rewarding job in the world. We believe in passion, performance and pride – it's how we get the best from each other and deliver exceptional care and support.



Because we see the person and not the condition, we give each baby, child and family member a service that fits them as an individual. We're all human, and through empathy and understanding, we can provide essential care as unique as the person its designed for. Our different roles, skills and experiences make us stronger. We value and respect everyone who is part of our story, from the families we help, to the supporters and volunteers who keep us going, to each member of staff.



We are clear, open and honest with everyone, because we value everyone. It's good to challenge each other, as long as its constructive – we always look for a positive solution that moves us all forward. We exist to give the best care and support to children and their families and that matters more than anything else.



Each member of #TeamDemelza is drive to do better. Through evidence, insight and experience, we're constantly developing and improving to give children and families better care and support. Standing still doesn't get us anywhere. We always look for ways to transform change into opportunity and growth.

Full Values and Behaviours documents can be located on the Demelza Intranet.

PERSON SPECIFICATION

Essential

- Professional qualification in Health/Education and/or Social Care
- Ability to support young people in transition, their families, parents and carers demonstrating respect and understanding
- Significant demonstrable experience in palliative care and young people with complex needs
- Understanding of challenges faced by young people and their families/carers, transitioning into adulthood and accessing adult Health, Social Care and Education.
- Understanding of contemporary legislation, including MCA, DoLs/LPS, Gillick Competence and Fraser Guidelines.
- Ability to successfully engage with multi-disciplinary team to promote Demelza's Transition Framework and raise awareness of the psychological, practical and social impact of Transition on children, young people and families.
- Ability to effectively communicate, support and develop team members across the organisation and relevant professional bodies to raise the awareness of Transition and Demelza's Transition Framework

- Ability to engage and support young people, families, parents and carers in an education programme covering the various aspects of transition, such as changes in parental responsibility and decision making, financial benefits
- Understanding of safeguarding children and vulnerable adults
- Understanding of research-based practice and implementations for practice
- To project manage, lead change and develop Transition services, including ensuring the Demelza's Transition Framework is up to date and responsive to need, incorporating learning from research, training and feedback from staff, young people, their families and carers and aligns with Demelza's strategic objectives.
- Ability to manage budgets and to work within budget constraints
- Ability to report use of funds and budgets to meet needs and provide information to donors through Fundraising, Service Development and Income Generation.
- Ability to set and maintain professional boundaries and establish positive working relationships
- Excellent leadership skills and experience of line managing staff
- Demonstrate close alignment to all Demelza values
- Full driving licence and access to own vehicle for business use – or access to reliable transport arrangements

Desirable

- Post qualifying experience in palliative care and/or transition
- Experience of working alongside volunteers and student placements
- Experience of recruitment and inducting/supporting new members of staff
- Knowledge of principles of Line Management supervision
- Ability to present research, data and information to a range of target audiences
- Experience in project management and service development
- Experience in reviewing policies and procedures

The tasks listed in this job description are not designed to be exhaustive and may vary from time to time according to the needs of the organisation. This document will be reviewed in consultation with the post holder as the role and services provided by the organisation develop.

Demelza is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

All employees will demonstrate commitment to and actively promote Demelza's policy and procedures to value and respect diversity and inclusion in all aspects of their duties and working relationships.

Employees are required to attend mandatory training as required by their role. Employees are expected to make reasonable efforts attend and engage in development training as part of their role within Demelza. Training may be delivered through a variety of on-site and off-site methods.

All employees are required to participate in staff performance reviews and supervision and to make all reasonable efforts to attend training and staff development as identified and agreed.

Employees must take the initiative to actively seek out training updates required for their role and for mandatory training, within training expiry time frames. Employees can find their current training records on the HR Database.

ISSUE DATE: January 2022
REVIEW DATE: January 2023
VERSION: 1