

Role Profile for Head of Dementia Care

Job Title	Head of Dementia Care
Reports to	Head of Care/Deputy Home Manager
General scope of post	<p>To lead on the provision of person centred care in the residential dementia care households. Working collaboratively with the Head of Care the post holder will:</p> <ul style="list-style-type: none"> • Take the lead in ensuring independence and choice of residents in the dementia households • Take the lead for quality improvement in dementia care • Act as the lead advocate for the very best in care for residents with dementia • Be innovative in-service delivery for residents with dementia • Build the capacity of employees to respond effectively to residents with dementia • Build partnerships with local care professionals, community and volunteers
Key Accountabilities	<ul style="list-style-type: none"> • Take responsibility for operational management of the dementia households ensuring employees are competent and confident to meet the care needs of residents and work safely and effectively within the households. • Be a visible leader, creating a culture within the dementia households that promotes the inclusion of the resident in all social and occupational activities designed to enhance, stimulate, develop and maintain the highest quality of life and enjoyment within the home. • Promote resident well-being by monitoring and re-evaluating their care needs in partnership with the resident, their key carers and significant others the resident may wish to have involved in their care. • Work collaboratively with OSJCT Admiral Nurses as a means of expert support and guidance around all aspects of dementia care. • Work collaboratively with GPs, case managers, primary health care practitioners, statutory and voluntary agencies and influence the delivery of evidence based care. • Demonstrate an understanding of the prevention of abuse of vulnerable adults, and recognition of the signs of abuse and procedures to follow in the event of an allegation of abuse • Work with other OSJCT employees to implement and monitor quality improvement systems, participate in programmes designed to review, evaluate and improve systems, processes, policies, procedures in meeting quality improvement objectives in the dementia households • Abide by and ensure all employees adhere to the Trust's Policies and Procedures and act in a professional manner at all times, to uphold the Trust's Code of Conduct. Take appropriate action to remedy any unsatisfactory employee performance. • To act in a professional manner at all times and to uphold the Trust's Code of Conduct • To maintain confidentiality at all times • Be a key member of the Rostering Team and work in line with the Trust's roles and responsibilities matrix for rostering • Take responsibility for all elements of the rostering process to ensure adequate shift coverage and employees are paid correctly first time
Number of	Up to 5 direct reports. Variable depending on the size of the households.

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Direct Report

Financial
Responsibility Nil

Knowledge,
skills &
Abilities

Must be able to demonstrate literacy and numeracy skills in the English language
Level 3 Certificate in Team Leadership or willingness to work towards it
QCF Level 3 in Dementia Care or equivalent.
A strong track record at of leading dementia care.
Leading and managing a team, dealing with performance issues, building morale and creating
an inclusive culture.

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Person Specification

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ESSENTIAL	DESIRABLE
<u>Qualifications</u> <ul style="list-style-type: none"> • Level 3 Certificate in Dementia Care or equivalent • Level 3 Certificate in Team Leadership or willingness to work towards it • Must be able to demonstrate literacy and numeracy skills 	<ul style="list-style-type: none"> • Registered health or social care professional
<u>Experience</u> <ul style="list-style-type: none"> • Previous full-time or equivalent work in a care setting with people who have dementia at a supervisory level. 	
<u>General Aptitude</u> <ul style="list-style-type: none"> • Ability to work under pressure • Ability to manage change through skilled team management • Proven record in dementia care and a desire to provide excellence of care through skilled team leadership. • The ability to relate to residents living with dementia and their families and care for them in a sensitive manner • Ability to work within legislative constraints • Ability to manage multiple priorities effectively • Ability to maintain strong working relationships with teams 	
<u>Motivation</u> <ul style="list-style-type: none"> • A commitment to provide high quality care people living with dementia and to promote equal opportunities and non-discriminatory practice. • Demonstrates qualities to deliver the Trust's vision and values appropriate to this level Motivation to develop "provider of choice" Home in local community 	

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<p><u>Knowledge</u></p> <ul style="list-style-type: none"> • Understanding of Health and Safety issues in residential care, mental capacity act, deprivation of liberties, safeguarding, risk assessments, care plans, key caring, infection control, essentials of food and hygiene 	<ul style="list-style-type: none"> • Legislation relevant to recruitment and selection
<p><u>Specific Skills</u></p> <ul style="list-style-type: none"> • Ability to liaise with other care/health professionals, supervision, organising and communication skills • Extensive knowledge of the signs and symptoms of dementia and use of appropriate assessments and charts • Communicates clearly and concisely using a range of methods to a variety of people • Strong planning and organisational skills • Managing large teams of people • Good knowledge of meaningful occupation, engagement and activities for people living with dementia including the principles of cognitive stimulation therapy 	<ul style="list-style-type: none"> • Ability to chair meetings, • Strong planning and organisational skills • Managing large teams of people
<p><u>Interpersonal Skills</u></p> <ul style="list-style-type: none"> • Ability to form positive relationships with colleagues and build supportive teams • Promote good relations with relatives, friends and volunteers • Excellent communication skills 	