

JOB DESCRIPTION

JOB TITLE: Music Therapist

DEPARTMENT: Counselling & Psychosocial Services

RESPONSIBLE TO: Operational Lead Counselling & Psychosocial Services

ACCOUNTABLE TO: Director of Care

ellenor is the provider of all-encompassing hospice care for both adults and children living in North Kent and Bexley.

Our services for adults include Inpatient ward, Living Well programme, Hospice at Home, Care Home Support Team and range of Wellbeing services, including Counselling and Psychosocial Services. For children in Dartford, Gravesham and Swanley we provide clinical nursing support working with children's families to provide care at their place of choice, which is often their own home. This means the children can receive care in familiar surroundings. In addition, for Children in Dartford, Gravesham, Swanley and Bexley we provide respite and different support services which include Play Therapy, Music Therapy, Counselling and a range of Bereavement support.

Our strategic aims recognise our role in leading the development of services to the wider community for patients with life limiting conditions for both palliative care and at the end of life, and we see an increasing role in education and training and as a coordinator for providing the best possible palliative care to more people and families.

The In-patient Ward currently has 7 beds, and the model is a multi-disciplinary approach. The medical team provides medical support to the patients, including ward rounds, admissions, and MDT meetings.

There is an outpatient Adult Living Well Service, out-patient clinics along with Physiotherapy, Occupational Therapy and Wellbeing Services provided including Complementary Therapy, Counselling, bereavement and family and carers support, and Chaplaincy.

The Community Service comprises the Adult Hospice at Home Team and also a Care Home Support Team. The medical team provides support to this service by reviewing patients in clinics, at home and in nursing homes.

The Children's service provides specialist nursing support across Dartford, Gravesham and Swanley, in addition our Childrens Respite service provides hands on nursing and short breaks to children with cancer or palliative care needs in their own homes across Dartford, Gravesham and Swanley and Bexley. The medical support for the Children's team is provided by the children's own GP and the Consultants at the Tertiary centres in London

The population of the core area (Dartford, Gravesham and Swanley), where both adult and children's services are provided; is approximately 270,000 people, with over 45,000 adults above the age of 65. The children's service area also extends to Bexley with a total current caseload of all areas covered of around 65 children.

Role Purpose:

To ensure the delivery of high-quality specialist therapeutic support to children and their families under the care of ellenor including bereaved children, children with life-limiting conditions and children of adult patients. To undertake assessments and use specialist skills and knowledge, working within a person-centered approach, to implement group/individual sessions in a range of formats as appropriate to meet the needs of the service users.

Internal Key relationships

- Chief Executive
- Director of Care
- Director of Operations, HR and Education
- Executive Management Team
- Operational Lead Counselling and Psychosocial Services
- Senior Management Team
- Inpatient Unit
- Adult Hospice @ Home Service
- Children's Service
- Therapy Staff
- Medical Team
- Facilities staff
- Clinical Administration Department

External Key relationships (this list is not exhaustive but identifies some of the key stakeholders)

- Local Schools
- Local community groups
- Social Services
- CAMHS
- Community Services (including nursing and therapies)
- GP Federation
- Local Kent and London Hospices

The duties outlined below are not definitive and may be changed in accordance with the needs of the organisation.

Clinical Responsibilities:

- To assess patients for suitability for Music Therapy and undertake direct work using specialist therapeutic skills with patients and carers with highly complex emotional and psychosocial needs.
- The ability to reflect and respond to the emotional content of client's individualised modes of communication, including auditory, visual, kinaesthetic, verbal and non-verbal aspects of the patient's expression and to identify appropriate therapeutic strategies.
- To employ highly developed clinical skills and specialist Music Therapy techniques when establishing therapeutic relationships with referred clients.
- To adapt practice to meet individual client's circumstances, including due regard for cultural differences.
- To be responsible for, and demonstrate both organisational and clinical skills in, the management of own caseload.
- To provide Music Therapy services to patients under the care of **ellenor**. This will include Face to Face therapy, therapy via Zoom, and in some circumstances will include visiting children in their school or home.
- To implement differential intervention programmes based on evidence from assessment.
- To ensure that clients and carers are involved in the planning of their care wherever possible.

- To ensure that there is an appropriate plan of support in place for each child which is clearly documented and evaluated.
- To form effective working relationships with other professionals in multi-disciplinary settings e.g. health, education, social services and all referring agents, contributing to clinical teams both inter-agency/multi-disciplinary and uni-disciplinary by discussing own and others input around client' needs ensuring a well-coordinated care plan.
- Skills in handling patients with physical disabilities.
- The ability to manage children with challenging behaviours including the application of appropriate management strategies.
- To ensure a good level of clinical effectiveness by use of evidence-based practice and outcome measures.
- To work flexibly to help facilitate groups for children and parents outside core hours.
- To be vigilant regarding safeguarding issues and ensure that the Hospice Safeguarding policy is followed when appropriate.
- To maintain sensitivity at all times to the emotional needs of the client and their carers. In particular when imparting potentially distressing information, dealing with family trauma, following child protection protocols.
- To promote reflection on practice with peers and mentors and identify own strengths and development needs.
- To be responsible for managing and reviewing equipment needs within the service.
- To take responsibility for maintaining a safe and healthy therapeutic area.

- To work within infection control and health and safety guidelines in order to deal appropriately with unpleasant conditions related to client contact as they arise, for example: exposure to body fluids, infectious conditions.
- To share information with others, observing data protection guidelines.
- To be involved in the training and education of staff at the **ellenor** and external organisations as appropriate, on therapeutic and bereavement issues.
- Where necessary, to ensure clients are referred on to services that potentially may more appropriately meet their psychological or spiritual needs.
- To support the Children Service with services of remembrance, bereavement days for children and other family days.
- Be proactive in communicating and liaising with the staff members within the workplace to ensure that the staff can make appropriate referrals.

Administration:

- To provide statistics and reports as required.
- To attend meetings as necessary, encouraging communication and aiding liaison both internally and externally.
- To maintain up to date and accurate case notes in line with professional standards and local **ellenor** policies.
- To hold client records securely and always maintain confidentiality.
- Record Music Therapy work on audio or video when appropriate, write and securely retain notes on each session, and hold referral forms as appropriate.
- Maintain written and verbal feedback on service users according to Health and Care Professions Council (HCPC) policies.

Development, Education and Training:

- To provide support and appropriate training in relation to therapeutic skills to staff and volunteers working with children.
- Conduct workshops for training purposes when requested.

- To maintain professional registration and ensure continuing professional development in accordance with requirements of professional registering body.
- Be responsible for ongoing professional development through internal and external development opportunities.
- Keep supervision and CPD activities up to date and work alongside a professional development plan as appropriate and to ensure Standards of Proficiency for HCPC.
- Keep up to date with developments within Music Therapy and related fields in accordance with HCPC regulations
- Attend appropriate meetings of professional associations or other appropriate bodies.

Quality, Audit and research:

- To actively contribute and take part in any quality measuring systems that the hospice may put in place with regard to the area of your expertise.
- To contribute to the development of therapeutic services at **ellenor**, including evaluation, research, audit.
- To be aware of new developments in palliative care.
- To participate in inter-disciplinary audit projects.
- To participate in the hospice Clinical Governance programme.

Professional Conduct

- Each Registered Professional is responsible for his/her own actions and practice and is accountable to patients and those close to them for the care he/she administers he/she must abide by the appropriate code of professional conduct.
- Always maintain a high degree of professionalism, including when working in challenging situations.

Health and Safety:

- The post holder has responsibility to take reasonable care of self and others in relation to managing risk, health and safety and will be required to work within the appropriate policies and procedures.

General:

- Adapts and develops in line with the changing needs of the role
- Acts as an ambassador for **ellenor** in order to raise the profile of the organisation at a local, regional and national level, as required
- To maintain up to date mandatory and essential to role training
- Works flexibly across sites and departments from time to time as may be requested by their managers
- Undertakes other duties commensurate with the seniority of the post as may be requested by their managers
- To follow all policies and procedures
- The work within own professional Code of Conduct at all times
- To be aware of the staff values of the **ellenor** and to behave as a fit representative.

This job description is not intended to be restrictive but is an outline of the main duties. The job description will be reviewed periodically to take into account developments in the organisation, department or role.

Postholder's Name

Postholder's Signature Date

Manager's Name

Manager's Signature Date

This Job Description will be reviewed on a regular basis

PERSON SPECIFICATION FOR *Music Therapist*

	Essential	Desirable	Application / Interview

EDUCATION AND TRAINING			
Ma/ MSc in Music Therapy	x		Application
Registered as a Music therapist with the Health and Care Professions Council or British Association for Music Therapy BAMT	X		Application
EXPERIENCE			
Previous experience of delivering Music Therapy sessions to adults and children ideally within a family service setting	x		Application
Previous experience of working within a multi-disciplinary setting		x	Application
Experience of working with bereaved children and those with complex needs	x		Application
KNOWLEDGE AND SKILLS			
Ability to assess, develop, implement and evaluate Music Therapy in the community and hospice setting	x		
An understanding of hospice philosophy and end of life care		x	Interview
Knowledge of the theory and practice of Music Therapy	x		Interview
Excellent communication skills and the ability to communicate effectively through verbal and non-verbal expression using a range of therapeutic person-centred skills	x		Interview
An understanding of the impact of illness and complex needs on the whole family	x		Interview
IT literacy skills; organisational and time management skills together with an ability to relate to people at all levels	x		Application / Interview
Ability to develop and maintain effective inter-professional relationships	x		Interview
Understanding of the importance of safeguarding	x		Interview
Ability to use experience to teach Music Therapy skills to others to support communication		x	Application / interview
PERSONALITY AND DISPOSITION			

Ability to work independently as well as part of a multi-disciplinary team	X		Interview
Ability to work in an anti-discriminatory way, valuing diversity in children, young people and adults.	X		Interview
Ability to maintain clear professional, personal and therapeutic boundaries	X		Interview
Approachable, compassionate and self-aware	X		Interview
Passionate about the role and ellenor , with a strong drive to develop and improve the Music Therapy service offer			
OTHER REQUIREMENTS			
Must be able to engage with children effectively during music activities	x		Interview
Ability to show initiative	X		Interview
Enhanced DBS	X		AF
Ability to drive with access to own car	X		AF