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|-----------------------------|---------------------------------------------------------|
| <b>Job Title (Location)</b> | <b>Cancer Support Specialist Band 6 (Edinburgh)</b>     |
| <b>Salary and Band</b>      | <b>Band 6 – Salary range £33,535-£44,911 FTE</b>        |
| <b>Annual Leave</b>         | <b>27 days plus 9 Bank Holidays for full-time hours</b> |
| <b>Reports to</b>           | <b>Centre Head</b>                                      |
| <b>Direct Reports</b>       | <b>N/A</b>                                              |

### **About Maggie's**

Maggie's provides free cancer support and information in our specially designed centres across the UK and online. Working alongside NHS hospitals, Maggie's centres are staffed by expert Cancer Support Specialists, Psychologists and Benefits Advisors, helping people to take back control when cancer turns life upside down.

Our long-term ambition is to be there for everyone with cancer in the UK at all 60 cancer centre sites to ensure that there is no-one living with cancer who is unable to access the expert psychological and information support that they so desperately need to live the best quality of life possible. The next five years brings us over the halfway mark to achieving this goal.

### **About the Post Holder**

You will have a nursing degree (or equivalent training), current state registration and at least three years post qualification experience within an oncology nursing or related setting. A Post graduate qualification in a relevant field would be advantageous. You will be able to demonstrate experience of providing person focused, care support and a commitment to working as an effective member of a multi-disciplinary team. You will have broad and up to date clinical knowledge in the field of cancer and be comfortable using narrative and strong interpersonal skills to assess cancer support needs and elicit concerns. Well organised, emotionally sensitive while also resilient, the post holder will be able to manage the demands of ongoing emotionally intense work.

### **About the Role**

As a CSS within Maggie's you will actively support centre visitors to understand and articulate their cancer related concerns. Through ongoing work with individuals, families and groups you will help them to engage with, and utilise, Maggie's psychosocial programme of support.

You will have the opportunity to visit different Maggie's centres across the UK. Some evening and weekend work, UK travel and overnight stays may be required on occasion.

### **Key Responsibilities**

1. Participate in the provision of an integrated programme of cancer support to people affected by cancer. This will entail responsibility for ensuring that people are made to feel welcome, special and valued as individuals, and that they feel that their concerns have been heard and understood; creating the conditions for, and maintaining ongoing relationships with people accessing the Centre and facilitating ongoing exploration of what Maggie's programme may have to offer with regard to their use of all aspects of Maggie's programme of support.
2. Responsibility for eliciting cancer related concerns and the psychological and emotional state of people affected by cancer self-referring to Maggie's Centre. Provide clinical and technical information as required for each centre visitor as well as emotional and psychosocial support (to Level 2 psychological support) to each centre visitor on each visit.
3. To liaise with colleagues to ensure appropriate internal referrals of centre visitors and their use of Maggie's programme of cancer support.
4. Contribute to facilitated psychosocial and psycho educational components of Maggie's programme, in particular Maggie's programme of relaxation and stress management and supervised facilitation of network groups.
5. Ensure that Maggie's Centre environment and resources are maintained in accordance with Maggie's policies and procedures to ensure that the programme of support is provided effectively and efficiently in a welcoming place.
6. Contribute to raising awareness of and enabling access to Maggie's Centre.
7. Contribute to and participate in weekly staff support sessions using reflective practice to identify support needs at individual level.
8. The post holder will be responsible for seeking advice and supervision of their work both through Maggie's formal supervision procedures but also as required when dealing with highly complex information or other support needs.
9. Implementation of Maggie's policies and procedures as affecting own work responsibilities and in relation to programme delivery in the Centre
10. Responsible for the maintenance of up to date resources and materials including literature searching dissemination and archiving.
11. Contribute to training of volunteers.
12. Participate in all audit work relating to programme provision and user satisfaction and undertake evaluation and audit of own work as required.
13. Contribute to and participate in MKJCCCT research programme as required.
14. Maintaining up to date records as required by Maggie's policies and procedures and ensure up to date recording and reporting of activity data in relation to own activity.
15. Assist Fundraisers in promoting fundraising activities and take part as required.
16. The ability to use initiative and work with a high degree of independence while recognising professional limits and able to make effective and appropriate use of clinical and managerial supervision.
17. A warm empathic manner, enthusiasm flexibility and willingness to develop skills of providing cancer support in an innovative programme, which integrates contributions,

form a range of professional disciplines.