



JOB ROLE
FORCE Complementary Therapist
@Okehampton Hospital

Purpose	To work alongside FORCE staff members to help the charity sustain and enhance the levels of service we offer to those affected by cancer.
Base	FORCE Outreach @ Okehampton Hospital
Key Relationships	FORCE Complementary Therapy Lead FORCE Volunteer co-ordinator FORCE Information team FORCE Volunteers FORCE Admin Team
Key Tasks	<ul style="list-style-type: none"> • Preparing the treatment room for use with each client • Set up treatment bed and surroundings of the space to ensure comfort and warmth • Carrying out a full consultation prior to treatment • Adapting treatment plan according to clients' needs • Providing information to clients regarding the therapy • Providing the appropriate complementary therapy • Accurately recording the details in the clients' digital notes • Participate in regular meetings and reflective practice to ensure good practice and peer support • Ensure therapy room is cleaned after each session
General Expectations	<p>Complementary Therapists are not expected to get involved with any of the following, regardless of previous experiences unless specifically specified in role:</p> <ul style="list-style-type: none"> • Clinical or medical advice/treatment • Moving or handling of patients • Offering any advice which has not been outlined in your training
Person Specification and Requirements	<ul style="list-style-type: none"> • Qualified in 2 of the Complementary Therapies FORCE provides including Massage and Reflexology; to a minimum of NVQ, ITEC, BTEC, ABC or similar Level 3 • Ability to communicate clearly and listen effectively • Warm adaptable and caring approach • Polite, courteous, patient, and compassionate • Reliable, honest, and punctual • Be able to work within personal and organisational boundaries • Ability to be respectful of other's differences and choices • Ability to maintain confidentiality • An interest in cancer care and the services that the Charity provide • Able to manage stressful and upsetting situations

	<ul style="list-style-type: none"> • An understanding of the parameters of the role and need for boundaries • Experience of managing difficult conversations • Able to demonstrate politeness, courtesy, and sensitivity in dealing with patients/clients • Physically able to move chairs/tables- setting up room and clearing away • <i>Proof of qualifications specific to the role i.e., certificates/documentation</i>
Training and Support Needs	<ul style="list-style-type: none"> • Attend a FORCE volunteer induction session • All mandatory training to be completed and updated when asked to do so • A good understanding of all FORCE services • Communications skills training • Training for electronic information systems • Participate in reflective practice and peer support where appropriate • Understand and adhere to the relevant FORCE/Trust policies relating to the role <p>Additional training needed for the role:</p> <ul style="list-style-type: none"> • Level 2 Safeguarding • Lone Worker • Conflict resolution • Domestic Abuse
Time commitment	Four hours on a Wednesday. Must be available weekly, fortnightly, or monthly and a minimum commitment of a year.
Other important information	<ul style="list-style-type: none"> • If you have personal experience of cancer, we will envisage you being 18 months post treatment • This role is subject to an enhanced Disclosure Barring Service check • All applications must be supported by two suitable references • The role will be agreed with you following successful completion of induction training • There will be a three-month trial period for the role • All therapists must always adhere to the confidentiality policy (Information Governance) and Health & Safety • All therapists must always comply with their role description and wear their badge • You must have an active membership to a Professional Body and Public Indemnity Insurance relating to your therapies • This is a self-employed role and a minimum commitment of a year

Where roles involve having direct patients contact in COVID-19 positive environments then the trust is responsible for provision of PPE that is commensurate with the tasks they are being asked to do, in line with national guidance on PPE requirements.