

Job Title:	GRACE Nurse (Band 7)
Reports to (job title):	Outreach Lead Nurse
Line Manager to:	GRACE Nurse (Band 3)

Job purpose

- The GRACE Nurse will function as a clear and reliable access point within the wider system, ensuring smooth movement between NHS services, community provision and local authority pathways.
- The post holder will play a pivotal role in delivering a trauma-informed, person-centred sexual and reproductive health service, with a focus on women who face the greatest barriers to accessing care, improving outcomes and reducing health inequalities.
- Working in collaboration with Public Health, the Sexual Health Strategic Plan Group and wider partners, the GRACE Nurse will ensure pathways are aligned, continuity of care is strengthened, and services respond effectively to local population needs.
- The role will operate within a “grow your own” workforce model, providing advanced clinical care as a Band 7 clinician (fitter/prescriber) and supporting the development of a Band 3 Healthcare Assistant to maximise service capacity and sustainability.

Key responsibilities

Clinical Practice and Service Delivery

- Work as an advanced autonomous practitioner, delivering contraception and sexual health care, including complex clinical decision-making.
- Provide trauma-informed, non-judgemental care tailored to each woman’s individual circumstances.
- Undertake a brief universal check-in with all service users, covering pregnancy intention, contraception needs and safety considerations.
- Deliver interventions that reduce:
 - Unintended pregnancy
 - Repeat abortion
 - Undiagnosed STI/HIV
 - Reproductive coercion and safeguarding risks.

Priority Populations and Equity of Access

- Proactively engage women aged 16+ via an open access model, ensuring inclusivity while prioritising those with greatest need.
- Focus on women experiencing:
 - Trauma or adverse childhood experiences
 - Multiple pregnancies, abortions or pregnancy loss
 - Deprivation or low educational attainment
 - Difficulty maintaining contraception
 - Substance use, unstable housing or safeguarding concerns
 - Barriers due to stigma, fear or cultural factors
- Use professional judgement rather than rigid criteria to identify need and tailor responses.

Outreach, Engagement and Partnership Working

- Identify and engage service users through:
 - Outreach activity
 - Partner referrals (GPs, UHL, BPAS, midwives, social care, education, VCS)
 - Public health intelligence
 - Open access routes
- Develop and maintain strong relationships with:
 - Public Health and commissioners
 - Sexual Health Strategic Plan partners
 - Community and voluntary organisations
- Act as a link between services, ensuring seamless pathways and coordinated care across systems.

Service Development and Transformation

- Contribute to the design, development and continuous improvement of the GRACE model.
- Identify gaps in provision and develop innovative solutions to improve access and outcomes.
- Support integration of services across health, social care and community systems

Data Evaluation and Reporting

- Collect, analyse and report
 - Service activity
 - Demographic data
 - Engagement patterns
- Use data to:
 - Assess reach across priority populations
 - Evaluate equity of access

-Inform service improvement and commissioning decisions

Workforce development and leadership

- Act as the clinical lead within the GRACE team, providing guidance and supervision
- Support the Band 3 Healthcare Assistant to develop enhanced competencies such as:
 - Triage support
 - Outreach preparation
 - Testing assistance
 - Health literacy- sensitive education
 - Follow up care co-ordination
- Contribute to a sustainable workforce model, including:
 - Upskilling internal staff
 - Supporting shared training opportunities
 - Building resilience within a small team

Governance and safety

- Maintain high standards of clinical governance, safeguarding and risk management
- Ensure care is evidence based and aligned with national and local standards
- Participate in audit, quality improvement and evaluation processes.

- Local Universities, Colleges and Teen Health Services
- SARC Services
- Asylum seekers
- Homelessness organisations

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care

- Inspire
- Understand
- Communicate

Think

- Challenge
- Improve
- Learn

Do

- Accountability
- Involve
- Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice , NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead

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- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

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Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a "non-smoking" policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company's intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

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Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

Education/Qualifications

- Registered General Nurse
- FSRH Diploma
- Letter of competency and experience in Implant and Coil fitting and removal.
- Completed BASHH "STIF Intermediate Competency" or willing to work towards

Desirable

- Qualification Independent Nurse Prescriber
- Outreach Sexual Health Experience and working with hard-to-reach communities
- Possession of a teaching and mentoring qualification or willingness to undertake relevant training

Essential

Experience/Knowledge

- Experience of team working
- Evidence of professional development
- Excellent communication and interpersonal skills
- Effectively manage time and workload to ensure that both clinical and managerial responsibilities are met in line with the needs of the service.
- Ability to write reports.
- Computer skills

Desirable

- Line management experience

Personal Attributes/Other Qualities

- Reliable and flexible
- Ability to work well in stressful situations

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- Autonomous with a collaborative style
- Demonstrates and seeks professional development.
- Must be flexible in regard to evenings and weekends in accordance to the needs of the service including clinic outreach and spoke venues.
- Demonstrate the application of evidenced based practice.
- Able to demonstrate a depth and breadth of current issues and policies within the organisation and have the ability to translate into practice.
- Autonomous practitioner working independently and in conjunction with other health care professionals.
- Evidence of teaching/mentoring students / groups
- Evidence of continued professional development. To undertake further training and academic qualifications as relevant to the role and service requirements, including mandatory training updates within required time frames
- Identifies own development needs and attend study days/courses as agreed with Service Manager as identified in Appraisal process.
- Experience of contributing to Quality and Safety including risk management
- Able to plan and organise own time and workload and cope with last minute changes.
- Provide education and training to other staff and students.
- Willingness to undergo education / training for both practice and service need.
- Willingness to work towards professional and performance objectives (appraisal).
- Substantial experience working within the Sexual Health and Contraception Speciality
- Able to analyse and interpret public health and local data and communicate findings to others in a relevant way
- Demonstrates motivation, reliability and commitment to team working and development of others.
- Flexibility, commitment, and adaptability.
- Clear understanding of the current contract and the contractual requirements.
- Can demonstrate an ability to value others' opinions.
- Enhanced DBS check
- Advanced keyboard skills

Other requirements:

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Access to car and valid driving licence and willingness to travel across Leicestershire & Rutland locations.

Employee signature

Manager signature
