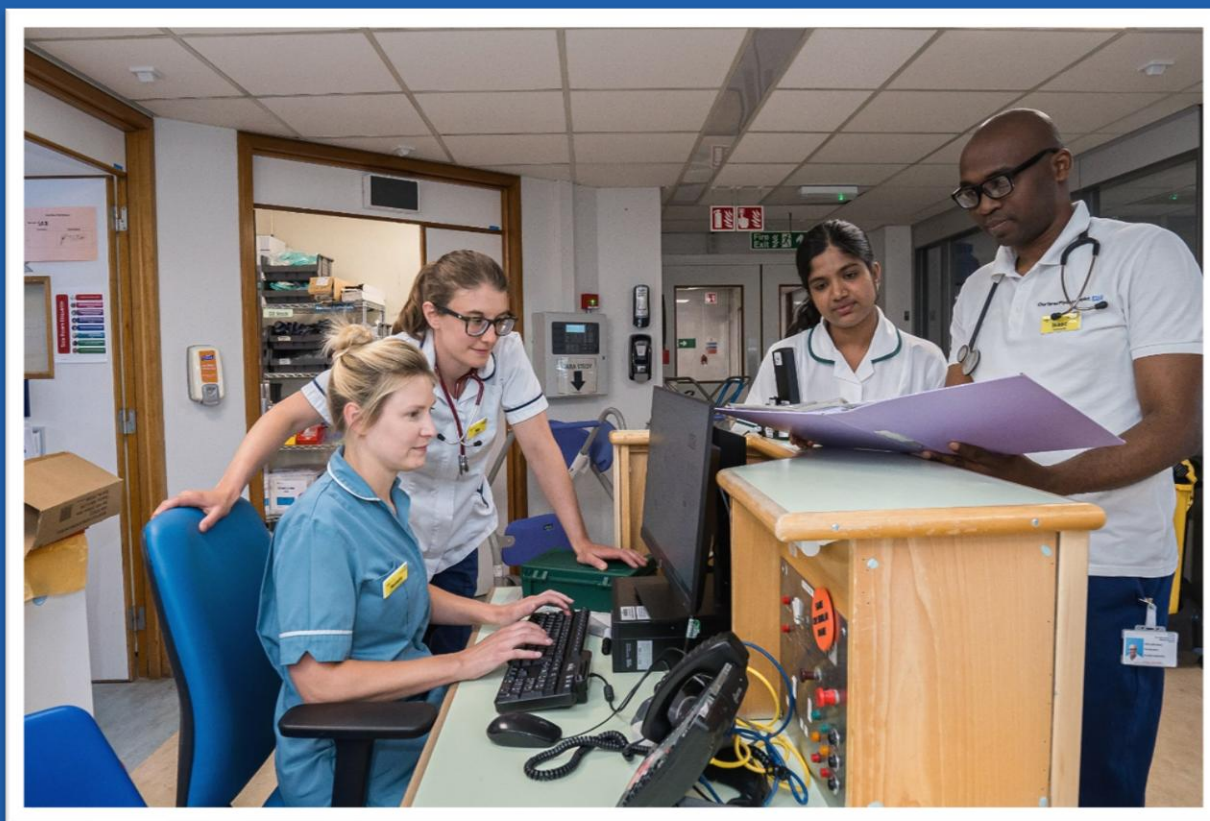


# Neonatal Unit Safeguarding Specialist Liaison Nurse / Midwife

## Candidate Pack



# Colleague Benefits

## General

- 27 days annual leave entitlement, increasing with length of service, plus 8 bank holidays
- Flexible working policies
- Generous maternity pay and 2 weeks full pay paternity leave
- Colleague recognition scheme and long service awards
- Greener travel initiative, including cycle to work scheme and lift share
- Childcare information and support available, including onsite nurseries
- Discounted bus passes with Arriva

## Financial

- Access to various local and national discounts via various external websites
- Salary sacrifice schemes
- Generous pension scheme
- Access to a financial support booklet
- Pre-retirement courses
- Free Will writing service
- Savings and Loan schemes

## Learning and Development

- Coaching and Mentoring
- Leadership Academy – leadership and management training for all staff
- Access to E-Learning courses
- Apprenticeships – growing number of apprenticeship opportunities across all disciplines
- Secondment and acting up opportunities
- Support to complete qualifications whilst on the job

## Wellbeing

- Coaching
- Mental Health First Aiders
- Chaplaincy
- Fast track physiotherapy service
- Free eye test vouchers
- Slimming World referral scheme
- Cervical screening service
- Long Covid support
- Access to wellbeing/rest rooms
- Menopause support
- Men's Health forms and MOT
- Discounts with local gyms



# Poppy's Promise

Poppy's Promise is a compassionate care initiative introduced within this Trust to enhance communication, respect and empathy across every aspect of patient care.

The initiative was founded by Katie Russell, following the loss of her daughter Poppy, who tragically died at just twelve hours old due to failures in care and communication. Born from that experience, Poppy's Promise serves as a powerful reminder that while clinical skill saves lives, it is compassion, listening and respect that define the quality of care and human connection. By embedding this promise across our organisation, we ensure that no patient or family ever feels unseen, unheard, or uncared for.

Poppy's Promise is a five-stage framework that supports NHS staff to provide compassionate, consistent and patient-centred care. It aims to create a culture where empathy and communication are prioritised at every level – from education and recruitment to daily patient interactions.

At the heart of the initiative lies the C.A.R.E. framework, which outlines four guiding principles for staff to follow. The CARE principles form the foundation of Poppy's Promise. They describe the behaviours, attitudes and values that underpin every interaction – between staff and patients, staff and families, and colleagues with one another.

CARE is not an additional task. It is how care is delivered.

## C.A.R.E. Meaning and Practice

**Compassion** - Demonstrate genuine kindness, empathy and humanity in every interaction. Compassion means recognising the emotional as well as the physical needs of patients, families and colleagues, and responding with care, patience and understanding. Small acts of compassion can have a lasting impact.

**Acknowledge** - Actively listen and be fully present. Use eye contact, names and open body language, and acknowledge the individual's feelings, concerns and lived experience. Every person should feel seen, heard and taken seriously.

**Respect** - Treat everyone with dignity, honesty and fairness at all times. Respect individual differences, personal circumstances and lived experience. Trust is built through respectful behaviour, consistency and integrity.

**Empower** - Enable people to be active participants in their care and work. Communicate clearly, encourage questions and shared decision-making, and ensure patients, families and colleagues feel informed, confident and included. Poppy's Promise is more than a framework – it represents a cultural shift towards human-centred care. By adopting these principles, we:

- Strengthen trust and communication between staff and patients
- Reduce avoidable harm through better understanding and listening
- Improve patient experience and staff wellbeing
- Foster a culture of openness, empathy and shared responsibility

Every member of staff has a role to play in bringing Poppy's Promise to life. Whether you are clinical, administrative or support staff, compassion and communication are part of everyone's role.

**In daily practice, you can:**

- Take a moment before entering a patient's space – centre yourself, focus on the person, not the task
- Use clear, respectful and kind language
- Listen without interruption and acknowledge emotions expressed
- Be honest and transparent, even when conversations are difficult
- Reflect after interactions – consider how your approach made the patient or family feel

**All staff within the Trust are expected to:**

- Uphold the values of Poppy's Promise in all patient and colleague interactions
- Attend any training, workshops or refreshers provided as part of the initiative
- Support colleagues in modelling compassionate behaviours
- Raise concerns constructively when communication or respect fall short
- Reflect these principles in both professional and personal conduct within the workplace

Together, we can make every interaction an opportunity to care, listen and make a difference.

That is Poppy's Promise.

## Job Summary

*\*\*This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read, such as those who are neurodiverse, have learning disabilities or lower literacy levels. Our goal is to make the application process more accessible and inclusive for everyone.\*\**

- Support babies, unborn children and their families by helping to keep them safe and ensuring they receive the right care and support.
- Work closely with doctors, nurses, midwives and other professionals to identify safeguarding concerns and help families access services at an early stage.
- Provide advice, guidance and training to hospital staff to help them understand and follow safeguarding policies and procedures.
- Take part in meetings, reviews and audits to help improve safeguarding practice and ensure high standards of care across the Trust.
- Keep accurate records, manage sensitive information and help prepare reports to support safeguarding decisions and patient safety.
- Act as a visible role model, promoting safe, effective and compassionate care for babies and families within the Neonatal and Maternity services.

## Job Description

|                        |                                                             |
|------------------------|-------------------------------------------------------------|
| <b>Job title:</b>      | Neonatal Unit Safeguarding Specialist Liaison Nurse/Midwife |
| <b>Grade:</b>          | Band 6                                                      |
| <b>Site:</b>           | The Princess Royal Hospital, Telford                        |
| <b>Accountable to:</b> | Lead Safeguarding Midwife/Matron NNU                        |
| <b>DBS required:</b>   | Enhanced                                                    |

## Key Working Relationships

Lead Safeguarding Midwife/Matron Neonatal Unit  
Safeguarding Specialist Midwife  
Manager and Team on Neonatal Unit  
Corporate Safeguarding Team

## Job Summary

The Neonatal Unit Safeguarding Liaison Nurse/Midwife is a member of the Maternity Safeguarding Team, based within the Shrewsbury and Telford Hospital NHS Trust Corporate Safeguarding Team at the Princess Royal Hospital. The role supports the Maternity Safeguarding Team in their statutory safeguarding duties and legal responsibilities by undertaking specific tasks within the maternity safeguarding portfolio. This includes providing safeguarding assurance to the Board of the Shropshire, Telford & Wrekin Community and Hospitals NHS Group.

The aim of the role is to provide effective clinical support to the Shrewsbury and Telford Hospital NHS Trust staff through coaching, mentoring, and teaching, thus enabling the delivery of high quality and effective care and improving patient experience, working closely with the Maternity Safeguarding Team to take a lead/supportive role in safeguarding unborn babies and their families.

To enable this, the postholder will be a visible role model, to assist in developing clinical practice standards across the Trust; assuring the provision of safe, effective and evidence-based care; to help safeguard neonatal babies and promote and identify early intervention and support for families who choose to birth at the Shrewsbury and Telford Hospital NHS Trust. (SaTH). This will be aligned within the current national social care reform initiatives, of the Family First Partnership Programme and current national safeguarding legislation

## **Main Duties and Responsibilities**

There will be an occasional requirement to deliver safeguarding training with the Maternity Safeguarding Team, in line with the recommendations from the Intercollegiate Document (2026).

- Deliver training in respect of agreed Local Safeguarding Partnership Safeguarding priorities, as required.
- Provide advice to staff across the Shrewsbury and Telford Hospital NHS Trust regarding safeguarding, including Mental Capacity Act matters in accordance with the Trust's Safeguarding Policies, to ensure appropriate action is taken in line with policy and procedure.
- To support Safeguarding Champions on the Neonatal Unit and Transitional Care Unit.
- Support staff to identify specific safeguarding training needs, and to enable colleagues to access the training available.
- To attend and contribute to the twice monthly maternity safeguarding Multi-Disciplinary Team meetings.
- To attend and contribute to the maternity Care Planning meetings, as required.
- To attend workshops, study days and courses to embed experience and pass on the knowledge gained from other colleagues in the safeguarding arena.
- To contribute to the Multi-Agency Risk Assessment Conference (MARAC), when required for adult cases, when their babies are on the Neonatal Unit or Transitional Care.
- Support the Maternity Safeguarding team in the screening and the data recording of safeguarding referrals, taking appropriate actions to ensure patient safety.
- Undertake audit work supporting the annual Maternity Safeguarding audit plan.
- The post holder will be expected to work closely with all levels of staff: midwifery; nursing; Advanced Neonatal Nurse Practitioners; medical and Allied Health Professionals (dietician, speech and language therapists).

Occupational Therapists and clinical psychologist) and in addition to, children and adult social care and other statutory and voluntary partner agencies.

- The post holder will work along-side staff to embed the practical implementation of the Maternity Safeguarding agenda, including the development and dissemination of early interventions for pregnant families and their children, ensuring that patient's human rights are respected, safeguarding information is shared within national guidance, and all practice meets legal and professional requirements. This includes the new national social care reform with the Family First Programme, Early (Family) Help and early intervention support initiatives.
- The postholder will regularly be required to review highly complex and highly sensitive information, including accounts of babies and their families safeguarding issues, investigations from safeguarding matters and analysis of highly sensitive safeguarding referrals and to seek support as required.

## **Communication and Relationships**

- The postholder will need to present and receive highly sensitive safeguarding information to/from colleagues across the Trust and with external safeguarding partners.

## **Responsibility for Information Management**

- The post holder will work closely with the Maternity Safeguarding team and wider group Safeguarding Teams on identified and agreed work streams and ensure timely completion for the service.
- Encourage appropriate levels of multi-agency and multi-disciplinary communication and collaboration both within and external to the Shropshire, Telford & Wrekin Community and Hospitals NHS Group.
- The post holder must remain compliant with Trust Information Governance Policy.

## **Responsibility for Patient Care**

- The post holder must always respect patient confidentiality, remaining compliant with Trust Information Governance Policy.
- The post holder will adhere and demonstrate the Trust core values. This post holder will remain compliant with the NMC Code and be accountable for their own professional actions.

## **Responsibility for administration**

- Keep accurate records of all training delivered and ensure all attendance lists are maintained and shared with the corporate education team.
- Contribute to the preparation where required of reports on training provision, attendance and issues to the Trust safeguarding operation and assurance committees.
- Planning work to specific timelines for various committee meetings.

- Accurately record both Maternity and neonatal Safeguarding contacts/interactions/updates.

## **Policy and Service Development**

- The post holder will take responsibility in agreement with his/her line manager for his/her own personal development by ensuring that Continuous Professional Development and mandatory training remains a priority.
- The post holder will foster environments conducive to learning, inquiry and research and support the training and development needs of colleagues through structured and informal approaches, in relation to safeguarding adults.
- Contribute to delivering specialist training and education on safeguarding and contribute to the design and delivery of safeguarding adult training across Shropshire, Telford & Wrekin Community and Hospitals NHS Group.

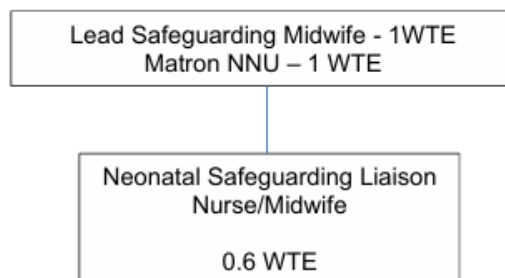
## **Working Conditions**

- Maintain own professional status and registration as required for this role.
- The post holder must always comply with Shropshire, Telford & Wrekin Community and Hospitals NHS Group Health and Safety Policies, by following agreed safe working procedures and reporting incidents using the Trust's Risk Incident Reporting System (Datix).
- Work within the professional regulations set by the relevant Professional Body (NMC).
- Work predominantly in the hospital setting but may on occasion be required to travel to other sites for training or meetings.
- Will be involved in difficult and emotional situations especially in relation to safeguarding babies and children at risk. You will also be exposed to information relating to babies and children, that may also be of a sensitive and emotional nature.
- Required to have periods of prolonged concentration when analysing information and screening safeguarding concerns in the office setting and at meetings.
- Maintain and use the Safeguarding team excel spreadsheets to collate data.
- Write accurate and detailed Safeguarding reports (to include Court Reports) on behalf of the Trust, with support from the Maternity Safeguarding Team.

## **Mental and physical effort**

- The applicant will be required to concentrate for long periods at a time when delivering training.

## Organisational Structure



## Person Specification

|                       | Essential                                                                                                                                                                                                                                                       | Desirable                                                                                                                                                                                                                                                                  |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Qualifications</b> | <p>Degree and/ or an appropriate professional qualification e.g., Registered Midwife/Nurse.</p> <p>Evidence of continuing professional development.</p> <p>Post-graduate safeguarding study relevant to Speciality: Early Help/Neglect/Court Report writing</p> | <p>Professional knowledge acquired through degree or equivalent and supplemented by specialist training or equivalent experience.</p> <p>Specialist Community Public Health Degree</p> <p>Safeguarding Supervisor</p> <p>Communication course</p> <p>Leadership Course</p> |
| <b>Experience</b>     | <p>Acute/Community experience</p> <p>Manage patient care/caseloads which requires multi-disciplinary input</p> <p>Worked with professionals outside of the nursing/midwifery profession to achieve a common goal.</p> <p>Neonatal experience</p>                |                                                                                                                                                                                                                                                                            |

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                             | <p>Attended case conferences/ core groups/Child in Need meetings/Early Help for complex care and care experienced</p> <p>Teaching</p> <p>Worked across organisational boundaries such as Hospice/Specialist centres and Local Authorities</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| <b>Knowledge and skills</b> | <p>Working knowledge of NHS policies and national agendas relating to newborns and Children Safeguarding Practice.</p> <p>A clear understanding of the legal responsibility and multi – agency approach to safeguarding vulnerable pregnant families and their children.</p> <p>Excellent communication and presentation skills – both written and verbal</p> <p>Able to use communication skills to influence and negotiate with a wide range of staff at all levels within the NHS and partner organisations</p> <p>Able to work in a flexible manner</p> <p>Ability to constructively and professionally challenge alternative views of others.</p> <p>Ability to write concise and relevant professional</p> |  |

|              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                      |
|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|              | <p>reports.</p> <p>Leadership skills/time management/knowledge and awareness of national guidance and legislation that relates to safeguarding children, babies and unborn</p> <p>Knowledge of Local Authority Thresholds</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                      |
| <b>Other</b> | <p>Able to present and receive highly complex, highly sensitive information within a multi professional team.</p> <p>Demonstrate effective written and verbal communication skills.</p> <p>Produce timely, accurate written/electronic records and documents</p> <p>Ability to convey sensitive information in an empathetic manner to patients, relative/carers, and staff</p> <p>Physical/Practical: Working knowledge of Microsoft word, Power Point and Excel systems</p> <p>Demonstrates Core Values: Able to demonstrate behaviours consistent with Trust Core Values</p> <p>Values and Ethics<br/>Able to demonstrate behaviours consistent with Trust Core Values</p> | <p>Can review highly complex data obtained from several data sources, to inform decision making up to Board level</p> <p>Skills in audit and evaluation</p> <p>Experience: Experience of providing learning and development to other professionals</p> <p>Experience of delivering presentations to large Groups</p> |

## General conditions

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

## Health & Safety

As an employee of the Trust you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work;
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to;
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

## Infection Prevention and Control

The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. As an employee of the Trust you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself;
- be aware of infection prevention and control policies, practices and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and staff;
- maintain an up to date knowledge of infection prevention and control, policies, practices and procedures through attendance at annual mandatory updates and ongoing continuing professional development;
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy).

## Information Governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently and effectively. You are required to comply with the Trust's Information Governance policies and standards. Failure to do so may result in action being taken in accordance with the Trust's Disciplinary Procedure.

- **Confidentiality and Security** - Your attention is drawn to the confidential and sensitive nature of information collected within the NHS. Whilst you are

employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

- **Disclosure of Information** - The unauthorised use or disclosure of information relating to the Trust's activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face legal action.
- **Information Quality and Records Management** - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

## Professional Standards and Performance Review

As an employee of the Trust you have a responsibility to:

- participate in statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct;
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates;
- participate in the Trust's appraisal processes including identifying performance standards for the post, personal objective setting and the creation of a personal development plan in line with the KSF outline for the post.

## Safeguarding Children and Vulnerable Adults

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of

Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- As an employee of the Trust you have a responsibility to ensure that:
  - you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines.
  - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

## **NHS Sexual Safety Charter**

The Trust is committed to ensuring that all employees work in an environment that is safe, inclusive, and free from sexual misconduct, harassment, and discrimination. As a signatory to the NHS Sexual Safety Charter, the Trust upholds a zero-tolerance approach to sexual harassment and supports anyone affected by inappropriate behaviour. In accordance with the Workers Protection (Amendment of Equality Act 2010) Act 2023, the Trust has a statutory duty to take reasonable steps to prevent sexual harassment of its employees. All staff, are required to treat others with dignity and respect at all times and to cooperate with Trust policies, procedures and training designed to maintain a culture of safety, professionalism, and mutual respect.

## **Social Responsibility**

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

## **Continuous Improvement**

The Shrewsbury and Telford Hospital NHS Trust aims to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

To support this, we have developed the SaTH Improvement Method, a structured approach to change that provides practical tools and techniques to help you understand what success looks like with clear aims, enables you to measure progress and plan meaningful improvements.

You won't be doing this alone. Whether you're new to improvement or already leading change, the Improvement Hub is here to guide you with expert advice, hands-on support, and a wide range of training opportunities to help you grow and thrive throughout your time at SaTH whilst making improvements in your area of

work. Join us in shaping a culture of continuous improvement, where every colleague is supported to make a difference.

## Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is an Equal Opportunities Employer, fully committed to fostering an inclusive workplace where all staff feel valued and able to thrive. We believe that a diverse workforce, reflective of our community, is essential for delivering the best patient care.

We will not discriminate against any job applicant or colleague based on any protected characteristic, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation. Selection for appointment, training, development, and promotion will be based purely on merit and the individual's ability to meet the role requirements.

As a post-holder, you have a personal responsibility to uphold the Trust's commitment to equality by treating all colleagues and patients with respect and dignity. You must actively support measures introduced to ensure equality of opportunity and will not discriminate, harass, or bully others, or condone such behaviour.

