

# PODIATRIST



# About Us

**For over 35 years we have been working to improve the lives of older people in Herefordshire and Worcestershire. Built on a strong ethos of volunteering and engagement with local communities, the Charity works with older people, their friends, families and carers to promote independence.**

We work with other statutory and voluntary sector organisations to identify the changing needs of older people. Our responses to those needs includes the professional delivery of person-centred services, activities and campaigns.

Supported by staff and volunteers, we are committed to enabling individuals as they age to maximise their independence and to be able to experience more fulfilling lives. We deliver a range of services in order to achieve our mission and fulfil our strategy. Over the next three years, we intend to develop our work in these services, allowing us to support more older people within Herefordshire and Worcestershire.



# Job Description

## Location

Malvern Gate,  
Bromwich Road,  
Worcester  
WR2 4BN

## Hours

15 hours per week

## Salary

£30,869 Band 5

## Responsible to:

Support at Home  
Service Manager

## Responsible for:

Clinical Supervision of  
Foot Health  
Practitioner

We are looking for an enthusiastic individual to lead and develop our Podiatry Service for people over the age of 50 across Worcestershire, which includes clinic delivery and home visits. You will be a HCPC registered Podiatrist with a BSC in Podiatry or Chiroprody, engaging with older people. The role will involve the assessment and treatment of patients including nail surgery, verruca needling and MSK / biomedical assessment.

The ability to drive is essential to the role. You will require a full driving license and access to a vehicle for work purposes with appropriate business insurance is a requirement.

You will also undergo an enhanced DBS check.



# Principle Responsibilities and Duties

- To maintain professional standards and take legal and professional responsibility and accountability for all aspects of work undertaken.
- To maintain a clinical caseload, including assessment, determining the clinical diagnosis and carrying out treatment problems of the foot for people over the age of 50 in a clinic setting and within client's homes, specialising in the treatment and management of the foot and ankle.
- Clinical supervision and monitoring of foot health practitioners and volunteers
- Dealing with a wealth of different conditions ranging from ingrown toenails, corns, calluses, verrucae's, fungal infections, biomechanical to the complexities of the diabetic foot.
- To discuss treatments with patients and refer them to appropriate professionals when necessary, following NICE/NHS recommended treatment pathways.
- To advise patients on maintaining foot health, especially to those vulnerable patients with general medical problems.
- To provide long term care for people at high risk of foot injury or disability e.g. those with diabetes.
- To undertake home risk assessments of the client home and venue risk assessment of outreach venues on the first visit and raise any concerns with Service Manager reviewing these risks at each subsequent visit.
- To maintain accurate and contemporaneous client records using designated electronic/other organisational databases.
- To receive card/cash payments from clients, ensuring they are accurately recorded and deposited with the Finance Team at the end of each clinic.
- To work collaboratively with the finance team to ensure a smooth transition of payments is met.
- To form an active part of the team, participating in team meetings and attending regular 1-1s and appraisals.
- To think and act in a supportive and non-judgmental way.
- To be prepared to undertake regular training as required by the Service, including online training modules.

- To carry out any additional relevant tasks or duties as required on the instruction of any manager.
- To ensure that safeguarding of service users is a key priority and take any necessary internal and external procedures and actions.
- Work in accordance with GDPR, Safeguarding, best practice and quality frameworks.
- Take responsibility for own personal development and learning. Undertake training as required.
- Positively promote and publicise the work of Age UK H&W.
- Any other duties as appropriate as requested by the organisation.

## Line Management of Foot Health Practitioner and Volunteer

- Responsible for day-to-day queries
- Continuing Professional Development
- Supporting
- Inducting new Volunteers and Staff into the department

## General

- To undertake other such responsibilities and duties as may be required by your line manager within the level and grading of the post, working flexibly as required.
- To work collaboratively with others in achieving the aims and objectives of Age UK Herefordshire & Worcestershire set out in the Organisational Strategic Plan.
- To positively promote and publicise the work of Age UK H&W.
- To work within the policies Procedures and quality frameworks adopted by Age UK Herefordshire and Worcestershire with particular attention to equal opportunities, data protection/confidentiality, safeguarding and health and safety requirements.
- To work in accordance with GDPR, Safeguarding, best practice and quality frameworks.

- To take responsibility for own personal development and learning, undertaking relevant training as required and agreed by your line manager.
- To participate in relevant audits and continuous improvement programmes, to ensure service delivery is maintained in line with internal and external standards.
- To participate in the supervision and appraisal systems adopted by the Organisation.
- To actively demonstrate and support our Charity values: we are friendly, we work together, we are always learning, we are flexible, we make a difference.



# Person Specification

The following criteria will be assessed from information provided on your completed application form, during the shortlisting and assessment process, and by your referees.

## Essential

### Experience

- Minimum of 1-year post-graduate NHS Podiatry experience
- Experience of communicating across internal and external boundaries
- Experience of governance, quality and audit
- Working as an autonomous practitioner within a mixed practice environment
- Experience of working in a patient/client centred environment
- Working within a multidisciplinary team
- Experience of working with older people and an understanding of the issues that affect the quality of their lives.
- Experience of using risk assessment processes in service delivery
- Be able to demonstrate knowledge of the medical conditions relating to the service criteria and the implications of these for service provision.
- Experience of supporting other professionals in the team and delivering clinical supervision



## Skills and abilities

- Strong interpersonal skills including negotiating, motivating, influencing and relationship building.
- Ability to handle difficult and sometimes emotionally charged situations and challenging patients.
- Ability to work under pressure.
- Excellent people skills
- Clinical reasoning
- Ability to prioritise and recognise when patients need onward referral for more specialist help.
- Proficiency in using IT for record-keeping, diary management, correspondence and communication.

## Qualifications

- HPC degree in Podiatry / Chiropody
- Registered Member of recognised body
- Practice Insurance
- Driving Licence and Access to a Car

## Desirable

- Client focused and a professional approach.
- Thorough knowledge and understanding of the work practices, processes and procedures relevant to the role.
- Knowledge of the importance of good record management
- Awareness of good health and safety policy and practice
- Sound knowledge of Data Protection, Manual Handling, Fire Safety, Infection Control, Equality & Diversity
- Good awareness of local and national frameworks and NICE guidelines
- Awareness of the charity sector and the remit of Age UK Herefordshire & Worcestershire

# Other Information

- Age UK Herefordshire & Worcestershire is a Brand partner of Age UK
- Age UK Herefordshire & Worcestershire is a member of, and works within, the philosophy and principles of the Age England
- Age UK Herefordshire & Worcestershire is committed to equal opportunities, principles and
- All staff, in their roles and working collaboratively, will be expected to pursue the aims and objectives of Age UK Herefordshire & Worcestershire set out in the overall strategic plan of the
- All staff must work within the policies and guidelines adopted by the Organisation
- All staff will participate in the supervision and appraisal systems adopted by the Organisation.

**To apply, please submit a CV and a statement outlining how you meet our person specification to: [recruitment@ageukhw.org.uk](mailto:recruitment@ageukhw.org.uk)**



# Our Strategy



## Our Vision

For Herefordshire and Worcestershire to be a great place to grow older.

## Our Mission

Our mission is to make a positive difference to the lives of older people across Herefordshire and Worcestershire, by promoting connections, enabling seamless access to advice support and services through awareness raising and advocacy.

## Our Strategic Objectives

1. Promote a positive attitude to ageing, leveraging the needs of older people, developing awareness of and building support for our work.
2. Ensure the highest standards of support and services which promote independence, tackle inequalities and address the needs of all older people.
3. Remain robust and adaptable as a sustainable organisation to deliver our Strategy and Business Plan.
4. Develop and grow our people, ensuring that the charity is a great place to work and volunteer

## Our Values

We are friendly

We work together

We make a difference

We are always learning

We are flexible

# Our Impact

**13,673**

Total number of older people supported.

**5590**

Calls responded to with vital support and information.

**891**

People supported to live independently in their own home after a hospital stay or illness.

**7848**

Volunteer Hours

**260**

volunteer hours for our walking friends programme.

**14,922** hours of support delivered to

**322** clients

to help them live

independently

in their own homes.

**637**

Dementia Wellbeing Service referrals.

**304**

Dementia Meeting Centre Sessions.

**£13,069**

invested in the development of our people.

**316**

amount of Home Energy Checks to make best use of energy efficiencies.

**3600**

Calls to lonely and isolated people.

## Our latest client survey results showed that:

Respondents that found our services accessible: **84%**

Respondents that found our staff welcoming, listened to them and treated them with respect and dignity: **92%**

Respondents that felt we had a positive impact on their life: **92%**

Respondents that found our friendly: **95%**

## Our clients also provided the following survey feedback:

*“Changed my life as far as confidence in my feet and how they look and feel.”*

*“The lady that sat with my mum each week was amazing; she was exceptionally kind and caring.”*

*“Supportive knowledgeable and empathetic approach.”*

*“Free prompt knowledgeable and went beyond the call-of-duty.”*



Herefordshire  
& Worcestershire  
**ageUK**



[ageukhw.org.uk](http://ageukhw.org.uk)



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