

Complementary Therapist – Role Pack



About us



At Wessex Cancer Support we understand how important it is for people who are affected by cancer to have high quality emotional and wellbeing support. That's why we offer personalised support for people with cancer and their loved ones, that empowers them to live well with and beyond cancer.

Every year over 14,000 people are diagnosed with cancer within the Wessex region (Hampshire, Dorset and the Isle of Wight). A diagnosis can be a shock and have a huge impact on an entire family. We help and support people affected by cancer regardless of age, gender or type of cancer. Our dedicated team is committed to offering support for as long as people need it, away from a hospital environment.

All our services are provided free of charge; we have four drop-in cancer support centres, local outreach and an online service. Clients visiting any of our services are welcomed by volunteer befrienders who are trained to provide information, support and a listening ear. New clients will have an appointment with our Wellbeing Co-ordinator to agree a personal support plan which aims to help the individual deal with the emotional impact of cancer, improve well-being, help with pain management and increase self-confidence. The plan might include access to support groups or one-to-one sessions with one of our team of specialist counsellors and therapists. We also provide health and well-being information, exercise programmes, Sing for Life Choirs, and courses to help clients live well with and beyond cancer, plus a transport service for people from the IOW and the Channel Islands who are visiting the mainland for cancer treatments.

The charity relies on income from donations, legacies and our six charity shops to fund our work.

Our Vision and Mission

Our Vision

Everyone in Wessex affected by cancer will have access to personalised wellbeing support so that they can face whatever's ahead with more confidence.

Our Mission

To engage with local communities to help improve the emotional health and wellbeing of anyone affected by cancer.

Our Values and Behaviours



Our values drive everything we do – the services we provide, the decisions we make, the actions we take, the partners we choose, the way we treat each other. They are our statement about what matters to us, and how we hold ourselves accountable for our own behaviour.

We're **compassionate**

We do everything with kindness and care

- We take time to listen
- We strive to understand one another
- We are considerate when we respond to others
- We treat people as individuals and don't make assumptions

We're **purposeful**

We always aspire to go above and beyond, and we take responsibility for the decisions we make.

- We have a can-do attitude
- We are accountable and understand that our behaviour and approach reflects on the charity
- We use initiative and evidence to prioritise effectively and achieve the best outcomes
- We maximise time in the most effective way
- We take responsibility for our own personal professional development

We're **inclusive**

We offer a warm and friendly welcome to everyone. We celebrate and embrace the differences that shape who we are. Our door is open.

- We are friendly and approachable
- We are non-judgemental
- We challenge and root out prejudice
- We stay up to date with current terms and avoid using words and language that may offend

We're **collaborative**

We work with others so that we can always do our best for people with cancer and their loved ones.

- We respect other people's opinions
- We share knowledge and skills openly and try to help others whenever we can
- We participate in discussions, but do not dominate.
- We discuss matters objectively to find the best outcome.
- We proactively seek and accept feedback, using it to improve
- We give constructive, honest and open feedback
- We endeavour to be a great role model to others

A letter from our CEO



Dear Applicant

Thank you for your interest in this role with Wessex Cancer Support.

It's an important time for the work of the charity. We have just launched our new five-year strategy, which outlines how we will respond to an expected increase in demand for our services, as the number of people diagnosed with cancer continues to increase. We will continue to provide emotional and wellbeing support, and introduce a range of courses, workshops and talks that focus on empowering our clients to develop tools and skills to support them to live well with and beyond cancer.

As a complementary therapist working for Wessex Cancer Support, you will provide valuable services for our clients, who will often be the cancer patient themselves, but could also be a family member or carer. You will need to be professional, compassionate and empathetic. As someone working at the heart of what we do - providing wellbeing support, your work will have a direct and beneficial impact to the wellbeing of our clients.

You will be part of a broader support team and regularly liaise with other team members to learn which of our other services may also be beneficial for our clients.

We offer a supportive work environment, in addition to a range of benefits which include:

- A competitive salary and annual leave entitlement
- Contributory pension scheme
- Life assurance scheme
- Employee Assistance Programme, which offers GP appointments, counselling, and fitness and nutrition support
- Cycle to work scheme
- Free parking at head office
- Mental health first aiders
- A personal development programme

We look forward to receiving your application.

Warm regards

A handwritten signature in black ink that reads 'Rachel'.

Rachel Billsberry-Grass



Role Description

Job Title:	Complementary Therapist
Reporting to:	Centre Manager
Principal Role:	To provide a professional short-term complementary therapy service to our registered clients who are affected by cancer.
Salary:	£4,160.00 per annum (based on a FTE of £26,000 for 37.5 hours per week)
Hours of work:	6 hours per week
Location:	Isle of Wight Cancer Support Centre, 21 Lugley Street, Newport, Isle of Wight, PO30 5HD

Main Responsibilities:

- Provide complementary therapies, adhering to Wessex Cancer Support policy, after assessment of clients' health status, suitability for treatment and personal preferences.
- Maintain records and notes of therapy sessions in accordance with GDPR. The notes remain the property of WCS and as such, must be securely held on the premises/WCS systems.
- Maintain equipment and therapy room in safe and suitable condition for treating clients advising Centre Manager if problems arise
- Liaise with other therapists within the Wessex Cancer Support to maintain communication, ensure good practice within the guidelines of the relevant complementary therapy professional bodies, exchange views and ideas within therapists' group.
- Attend complementary therapy group meetings and networking events as appropriate.
- Maintain complementary therapy related information files/leaflets.
- Attend and give voluntary assistance with fundraising activities, raising awareness and monies for your centre.
- Always adhere to company dress code – wearing WCS uniform when provided.
- Any other duties considered commensurate with the role as outlined by the Centre Manager.

Secondary Tasks:

- Assist other therapists, i.e. counsellors, to maintain and update cancer related information available for clients
- Keep abreast of developments in complementary therapy practice by reading relevant literature, attending study days, conferences, etc
- Represent Wessex Cancer Support at conferences, meetings, as required
- In conjunction with the Centre Manager, liaise with other providers of cancer care, support groups, etc
- Together with the Centre Manager, respond to requests for general information on cancer as required
- Give occasional voluntary assistance with fundraising activities, routine business and meetings

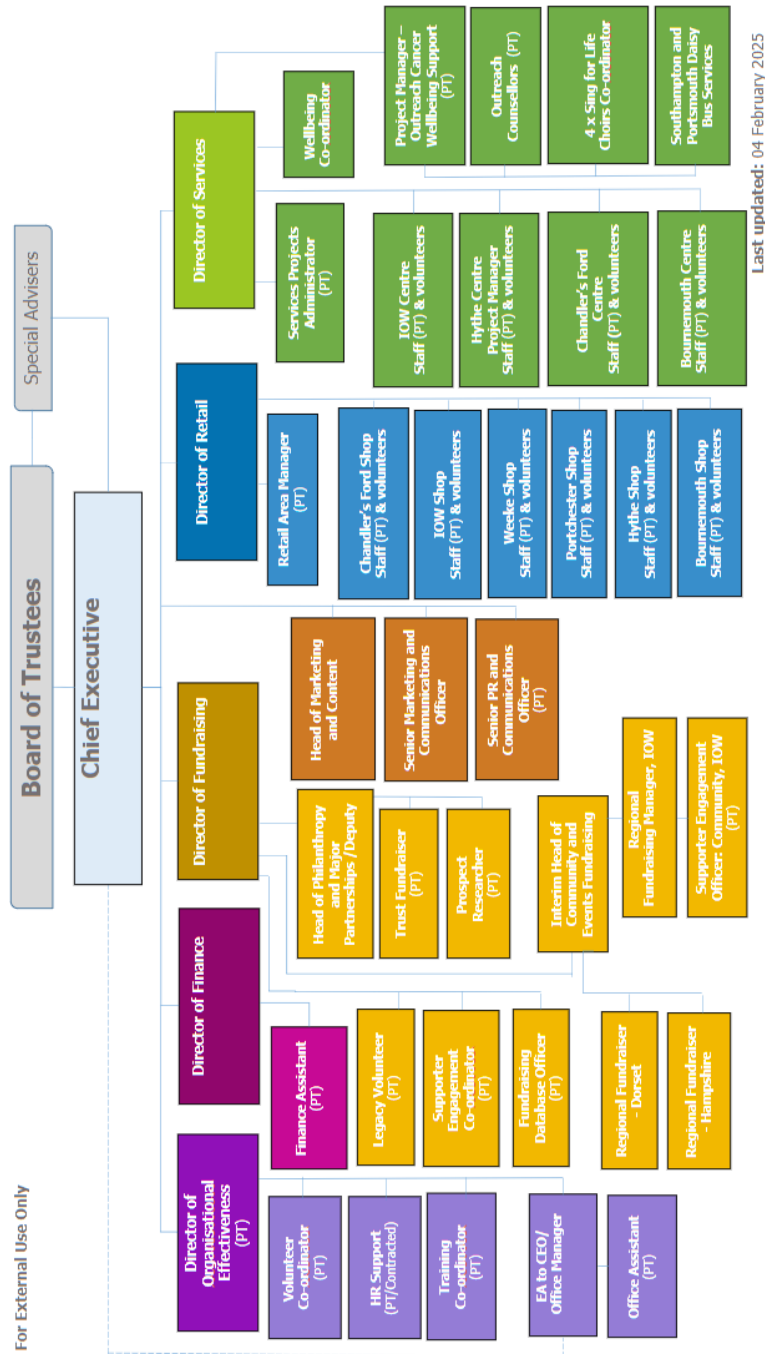
Additional Tasks:

- Ensure information about complementary therapies is kept up to date and available to clients and other relevant agencies
- In conjunction with the Centre Manager, liaise and attend meetings with specialist nurses/support groups/GP surgeries/hospital clinics as required

Skills and Experience:

- Be qualified to offer a range of complementary therapies
- Have, and maintain, professional registration with a recognised relevant complementary therapy body
- Ability to work as part of a multi-professional team
- Ability to work in a flexible, mature, compassionate and confidential manner
- Commitment to following WCS policies and professional guidelines
- Good listening skills & a non-judgemental approach
- Have empathy for patients, families and carers living with cancer
- An Oncology training course for complementary therapies would be beneficial

Organisation Chart



How to apply



To apply, please send your CV to jobs@wessexcancer.org.uk with a statement outlining your suitability for the role in relation to the job description.

Equality, Diversity and Inclusion

Wessex Cancer Support is committed to being inclusive and welcoming of diversity; please see our strategy and policy for further information. To measure our success in this area, we invite you to complete a very brief anonymous survey (link below). All information collected is confidential and anonymous; we appreciate that this information may be sensitive, and completion of the form is entirely voluntary.

<https://www.wessexcancer.org.uk/edi/>

If you have any questions at all regarding our EDI Strategy, the completion of this survey or would like the survey in an alternative format please contact jobs@wessexcancer.org.uk

