



Queenscourt Hospice is an independent charity that provides free, specialist palliative care for the people of Southport, Formby and West Lancashire. We care for patients with advanced progressive, illnesses, helping them to achieve the best possible quality of life.

### **Quality and Governance Co-Ordinator**

15 hours per week (Monday & Tuesday) - Permanent

£26,870 - £29,683 per annum/pro rata

Location: Southport, Merseyside

We are looking to recruit to a two-day post (Monday and Tuesday) as Quality and Governance Co-Ordinator.

The role will provide invaluable support to the Deputy Director of Nursing Services – Quality and Governance Lead as well as clinical teams. The post holder must be adaptable, flexible and be able to respond to situations at short notice. You will have strong organisational skills, use a wide range of IT knowledge to demonstrate, evidence and report on quality data. There will be some requirement to communicate with health and social care professionals, patients and those important to them. You will support the quality team in preparation for CQC information requests.

**Closing date for receipt of applications is Midnight, Sunday 5<sup>th</sup> January 2025**

For further information or for an informal conversation, please contact Kath Mayer, Deputy Director of Nursing Services on 01704 544645

Application packs and full job description with person specification are available from the vacancies section on our website [www.queenscourt.org.uk/jobs](http://www.queenscourt.org.uk/jobs) or email [recruitment@queenscourt.org.uk](mailto:recruitment@queenscourt.org.uk)

#### **Are you Interested?**

##### **We offer:**

- 28 days annual leave plus Bank Holidays, rising to 29 and 30 at respective 5 and 10 year anniversaries
- We recognise NHS service in respect of holidays, sickness and salary
- We support NHS Pensions contributions for those with eligibility
- Enhanced maternity, Paternity, adoption and shared parental leave
- Occupational sickness scheme
- Access to offers and discounts (including Blue Light Cards)
- A comprehensive induction program with ongoing training and development
- Career progression opportunities
- Access to 24/7 Employee Assistance program (EAP)
- Free on-site parking

- Supportive, employee focussed policies along with a wealth of wellbeing initiatives
- Working in a modern, bright, and welcoming environment
- Subsidised staff meals
- Staff receive excellent support and supervision from our management team

**Please note - Any applicants for roles at Queenscourt Hospice must be authorised to work in the UK. We are not able to offer sponsorship to work in the UK at this time. Due to the size of our organisation and the nature of our business, it is critical that we fill vacancies quickly therefore the successful candidate will need to be able to provide evidence of right to work in the UK. As a registered charity we are also unable to offer financial relocation packages.**