



Job Role Title	<b>Maternity Nurse</b>			
Job Group	Entry (E)	Management (M)	Senior Management (SM)	Locum (L)
Job Purpose	To ensure high-quality clinical care to all patients through provision of effective nursing services as a Registered Nursing Officer. Successful candidates will work in Maternity.			
Reports to	Maternity Nurse In Charge			
Direct Reports	None			
Skills and Competencies Required	<ul style="list-style-type: none"> <li>● Excellent clinical acumen.</li> <li>● Excellent customer service skills.</li> <li>● Effective communication skills - listening, oral and written.</li> <li>● Good interpersonal skills and a team player.</li> <li>● Empathetic to patients of all ages.</li> <li>● Ability to work under pressure with minimum supervision.</li> <li>● Problem-solving, conflict resolution and crisis management skills.</li> <li>● Analytical and decision-making skills.</li> <li>● Report writing and presentation skills.</li> <li>● Desire for personal development, improvement, and learning.</li> </ul>			
Specific Duties and Responsibilities	<ul style="list-style-type: none"> <li>● Maintain the highest possible standard of client care by adhering to the hospital standard treatment protocols and guidelines.</li> <li>● Identify obstetric complications and institute appropriate and timely interventions.</li> <li>● Effective monitoring and evaluation of patients admitted in the maternity ward.</li> <li>● Administer medication and perform medical procedures within prevailing Hospital guidelines and protocols.</li> <li>● Ensure an outstanding client experience.</li> <li>● Counsel and prepare mothers for labour, childbirth and postpartum.</li> <li>● Monitor and manage pregnant mothers during labour and childbirth and ensure timely intervention in case of emergency.</li> <li>● Perform deliveries.</li> <li>● Provide care for mothers and new-born after birth.</li> <li>● Ensure proper documentation in pantograph.</li> <li>● Educate and support mothers in breastfeeding and care of the new-born.</li> <li>● Follow through investigations and procedures ordered by Doctors during ward rounds.</li> <li>● Run MCH, Family planning and other clinics as assigned by Head of Clinical Services.</li> </ul>			

	<ul style="list-style-type: none"> <li>● Provide comprehensive client counselling e.g., reproductive health, HIV, vaccination, Pap smear &amp; • cancer screening amongst other services.</li> <li>● Ensure maintenance and availability of medical equipment in the doctors' and nursing room.</li> <li>● Professionally and timely prepare and present regular nursing reports.</li> <li>● Assist in the formulation, review and implementation of relevant policies and procedures e.g. infection prevention etc.</li> <li>● Adequately prepare and participate in health talks, presentations, and Continuous Medical • Education (CME) events.</li> <li>● Participate in clinical audits.</li> </ul>
Accountability	<ul style="list-style-type: none"> <li>● Ensuring cost effective use of maternity supplies.</li> <li>● Patient safety, quality control, infection control and equipment care and planned preventive maintenance</li> <li>● Compliance with the stipulated regulations including Policies and Procedures adopted by the hospital</li> <li>● Communication and enforcement of policy or procedure gaps</li> <li>● Continuous training and learning on procedures and equipment</li> <li>● Adherence to the rules and regulations contained in the HR Policy &amp; Procedure Manual (Employee Handbook)</li> <li>● Protect the Hospital's reputation by not engaging in conduct which could bring it into disrepute</li> <li>● Adherence to privacy and confidentiality rules and regulations</li> </ul>
Levels of Authority	<ul style="list-style-type: none"> <li>● Financial Measures and Impact: Operational efficiency which leads to retained client base and sustained growth</li> <li>● Unit Measures and Impact: Operational efficiency</li> <li>● Resources: resource management and wastage reduction</li> </ul>
Performance Management & Employee Engagement Measures	<ul style="list-style-type: none"> <li>● Turn-around time (TAT)</li> <li>● Operational costs- reducing wastage</li> <li>● Quality and safety standards compliance audit</li> <li>● Attendance/participation and absenteeism</li> <li>● Appraisal by objective</li> <li>● Bi-annual performance review by direct supervisor</li> <li>● Employee satisfaction survey</li> </ul>
Job Conditions	<ul style="list-style-type: none"> <li>● Work is carried out in 6-12 hour shifts</li> <li>● Responsibility may call for extra hours</li> <li>● May be required to work on Public Holidays and Weekends depending on work schedules</li> <li>● May be exposed to biohazards during regular hospital duties</li> <li>● There will be occasional travel to different organizations and communities during scheduled marketing activities e.g. health talks, community outreach and wellness programs</li> <li>● Environment may be physically and emotionally demanding, working under stressful conditions</li> <li>● Entitled to 21 working days leave after each complete year of service</li> <li>● Attend a minimum of 40 hours of short-term training per year</li> </ul>
People Skills	<ul style="list-style-type: none"> <li>● Work as part of a team</li> <li>● Collaborate with other staff to ensure best patient management</li> </ul>



Academic Qualifications	<ul style="list-style-type: none"> <li>• Diploma in Nursing from a recognized institution i.e. KRCHN, KRN/KRM.</li> <li>• A Bachelor's degree from a recognized institution will be an added advantage</li> </ul>
Professional Requirements	<ul style="list-style-type: none"> <li>• Must be registered by the Nursing Council of Kenya.</li> <li>• Valid Nursing Practice License.</li> <li>• Valid competency in BLS, ACLS, ETAT+ and EmOC will be an added advantage.</li> <li>• Certificate of Good Conduct</li> </ul>
Scientific Competencies Required	<ul style="list-style-type: none"> <li>• Basic equipment maintenance</li> <li>• Proficiency in computer software packages i.e. MS Office (Excel, Word and PowerPoint)</li> </ul>
Relevant Work Experience	<ul style="list-style-type: none"> <li>• At least five (5) years relevant work experience in a busy maternity ward.</li> </ul>