



Wigan & Leigh Hospice



# Recruitment pack

Health Care Assistant  
July 2025



Thank you for showing an interest in working for Wigan & Leigh Hospice.

Our services enable people with a life limiting illness to live well for as long as possible, by providing them, and those closest to them, with outstanding care.

Hospices play such an important role in their community, and Wigan & Leigh Hospice is no exception to that. We support almost 1400 people every year, when they need it most.

Our hospice services are only available thanks to the support of the local community who first came together just over 40 years ago to help us to open our hospice doors, and who continue to help us to keep our services running.

# About the role

Nothing we do is possible without our brilliant team, whose commitment, drive and determination keeps Wigan & Leigh Hospice going.

As a Healthcare Assistant you will deliver a high quality, holistic, palliative and end of life nursing care to patients under the direction of a Registered Nurse.

You'll be joining a vibrant, committed and driven team who get to see, first hand, the impact the hospice has on people living in Wigan and Leigh and how we make a difference. Our services are rated Outstanding by CQC and are rooted in the local community

You will provide emotional, spiritual and practical support to patients, their families and carers.

By coming to work at Wigan & Leigh Hospice, you'll be joining a team who support people to live well for as long as they can - helping them to make the most of every moment.



# What are we offering?

**Salary:** £22,878 - £25,378 per annum (pro rata of £25,652 - £28,455 per annum)

**Working hours:** We are looking to recruit one Healthcare Assistant on permanent nights, working 33 hours per week over 3 shifts but will include occasional training day-shifts. The salary range for this post is paid equally over 12 months and there are no additional enhancements, as this is already calculated within the annual salary.

Night shift hours: 20:00pm – 08:00am.

**We are also proud to offer a wide range of benefits, including:**

- A warm and welcoming working environment,
- Hybrid approach to working,
- 35 days annual leave inclusive of bank holidays, increasing with length of service,
- Contributory pension scheme,
- Free car parking,
- Subsidised lunches,
- Cycle to Work Scheme,
- Shopping, leisure and holiday discounts
- On demand GP,
- Westfield Health Health Cash Plan
- Life Assurance (of 3 times annual salary),
- A range of Wellbeing initiatives.

**NHS Pension:** Existing membership of the NHS pension scheme may be transferable to this post, if contributions have been made within the last 12 months.



## Role requirements

- Excellent written and verbal communication skills
- Experience in a clinical setting with palliative care knowledge
- A RQF Level 2 in Health and Social Care or equivalent to NVQ/QCF/CACHE Level 2 in Health and Social Care.
- Adherence to the Code of Conduct for Healthcare Workers
- Experience of working in palliative care
- Someone who can work collaboratively with others in the team
- Someone who is committed to upholding the hospice's values of Compassion, Accessibility, Respect and Excellence.

**“One thing I’ve learned during my time at the hospice is just how many people come together to make a difference to the lives of our patients and their loved ones, providing care and comfort when they need it most.”**

# Person Specification

Qualifications	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• RQF Level 2 in Health and Social Care or equivalent to NVQ/QCF/CACHE Level 2 in Health and Social Care.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• NVQ Level 3 or willingness to increase training (or equivalent)</li> </ul>
Experience, skills and knowledge	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Knowledge of palliative care and nursing patients at end of life</li> <li>• Previous clinical experience in a care-setting</li> <li>• Ability to work effectively in emotionally demanding situations</li> <li>• Relevant experience in assisting patients with practical and emotional support</li> <li>• Proven experience of working effectively in a team.</li> <li>• The ability to establish and maintain good relationships with the multi-disciplinary team</li> </ul>
Personal attributes	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Ability to work alone and as a team member</li> <li>• Ability to use initiative</li> <li>• Good decision making skills</li> <li>• Good organisational skills</li> <li>• Ability to move and handle patients in accordance with Hospice policy</li> <li>• Flexibility, reliability and adaptability</li> <li>• Committed and enthusiastic to the development of the team</li> <li>• Committed to the Hospice values</li> <li>• Understanding of the need to maintain confidentiality</li> </ul>
Other	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Basic IT skills</li> <li>• Excellent written and verbal communication skills</li> <li>• Basic numeracy skills</li> <li>• Technical and clinical skills</li> </ul>



## How to apply

Applicants should submit up to date CV with a supporting statement setting out how you meet the criteria for the role to [hr@wlh.org.uk](mailto:hr@wlh.org.uk)

The deadline for applications is **Sunday 10 August**. Interviews will be held at Wigan & Leigh Hospice, Kildare Street, Hindley.

If you would like to discuss the role further, please contact [hr@wlh.org.uk](mailto:hr@wlh.org.uk) to arrange this.