**Job Description and Person Specification**

|  |  |
| --- | --- |
| **Job Title:** | Thames Ward Health Outreach Worker |
| **Grade/Salary:** | Grade PO1 point 27  £33,240 |
| **Hours:** | 35 hours per week (full time) |
| **Responsible to:** | Matt Scott (Director for Community Engagement) |
| **Employer** | RIVERSIDE SCHOOL, Barking, Renwick Road, IG11 0FU (as accountable body)  *With support from TWCP resident steering group as the project transitions to a charity*  W: [www.riversidecampus.com](http://www.riversidecampus.com) / [www.twcp.org.uk](http://www.twcp.org.uk) T: 020 3946 5888 |
| **Contract** | 12-month contract from start of post in early 2021 (with plans for renewal) |

**JOB PURPOSE:**

To support the development of the **Thames Ward** **resident-led health outreach project.** The purpose of the project is to connect both local people and the local groups who are interested in improving the health of their community by working through the Thames Ward Locality Board to jointly create health programmes with LBBD Public Health, social care and lifestyle teams; NHS clinical commissioning groups (CCGs), primary care networks (PCNs) and local provider trusts (including BHRUT and NELFT); and the community and voluntary sector (including local groups and regional / national organisations).

The postholder will support and enable the mobilisation, development and implementation of the project. They will play a catalysing role, helping to deepen and embed the emerging model of care, working alongside residents, community groups, commissioners and health professionals in the following areas:

**MAIN TASKS**

**Stakeholder engagement**

* Develop and implement a listening campaign, engaging residents and community groups, in the first instance as part of the campaign, ascertaining common goals, extend relationships and leveraging resident insight.
* Identify and engage the key stakeholders, including *(LBBD, NHS, BRL, NELFT, the Providers’ Alliance, Healthwatch, BD Collective, Participatory City, and local groups in Thames Ward)* building on existing outreach and relationships.
* Build on existing outreach and seek to develop greater awareness of the Thames Locality Board, new model of care and opportunities for sustained engagement, drawing residents and local groups into deliberative forums that enable collective voice and coproduction of services

**Communications**

* Develop and implement a communications plan to develop greater awareness of the Thames Locality Board, new model of care and opportunities for sustained engagement with residents and local groups that enable collective voice and coproduction of services.
* Creation and management of a quarterly forum where residents and commissioners can meet and be inspired by residents, and where residents can help inform commissioners about what the neighbourhood needs. The forum will showcase resident activity, provide a space for strategic dialogue and build a close alignment between commissioners and local people

**Policy and Liaison**

* Provide input into local policy and asset development involving close liaison with services providers, commissioners and health experts to support the development of a distributed and networked model across the ward.
* Attend and support the Thames Locality Board and where appropriate, meetings of the Health and Wellbeing Board and CCG Board.
* Liaise closely with service providers, commissioners, and health experts to enable dynamic information exchange and shaping of wider activity, including the real time evolution of the Model of Care.
* Seek and support opportunities to activate existing and new assets - including the new Riverside Health Hub, Thames View Health Centre, the Sue Bramley Centre and other sites. Attend and support the work of the Thames View Activation group.

**Resident capacity building**

* Support residents and groups with training needs, understanding the policy context and opportunities arising from it, build organisational capacity and provide training and support to enable groups to be ‘contract ready’.
* Support local groups to identify (and collaborate on) funding opportunities, including those to pilot and evaluate parts of the new Model of Care.

**Supporting strategic partnership boards**

* Support and briefing of resident representatives on the Thames Locality Board.
* Attending the Thames Locality Board and, where appropriate, presentation of reports and collaboration with partners on Board activity via work groups and related meetings. In addition to close work with key statutory partners (LBBD, CCG & BRL) collaboration with Barking & Dagenham Health Watch is also envisaged, building on previous joint events delivered with TWCP.

**Monitoring, evaluation and project management**

* To demonstrate best practice in effective community engagement and participation in all phases of the project in order inform decision making and develop collaborative ways of working.
* To fundraise for continuation of post and project
* To work with the TWCP & key stakeholders to evaluate community engagement and listening activities, feeding findings into co-designed delivery plan. (Seeking where possible to align evaluation processes with others in the borough).
* To produce project plans, detailing planned activities and engagement needed
* To ensure that the project is delivered to time, budget and agreed standard of quality.
* To provide regular reports on progress to the Thames Ward Locality Board
* To contribute to the project marketing and communications.
* To provide ongoing reporting, working with both qualitative and quantitative information.
* Ensure efficient data collection and storage.

**PERSON SPECIFICATION**

|  |  |  |
| --- | --- | --- |
| **Job Title:** Thames Ward Health Outreach Worker | | |
|  | **ESSENTIAL** | **DESIRABLE** |
| **Experience and knowledge** |  |  |
| Experience of co-production approaches and asset-based community development | **X** |  |
| Experience of working with community health projects | **X** |  |
| Experience of working with statutory and voluntary stakeholders | **X** |  |
| Demonstrable strong understanding of behaviour change theory and application | **X** |  |
| Knowledge and understanding of the social determinants of community health and wellbeing | **X** |  |
| Knowledge of the local area and its assets | **X** |  |
| Experience of working in partnership with local people and organisations | **X** |  |
| Experience of reporting internally and to funders and other stakeholders | **X** |  |
| Experience of community health project planning and evaluation | **X** |  |
| Significant experience of successful project management in a community engagement environment and of managing a budget | **X** |  |
| Experience of writing funding bids or of securing external funds for projects | **X** |  |
| Experience of public health demographic analysis |  | **X** |
| Experience of health commissioning (either in a commissioner role or a provider role) |  | **X** |
| Experience of providing support and training to community organisations |  | **X** |
| Understanding of the community health landscape (Locality boards, PCNs, etc) |  | **X** |
| **Skills and abilities** |  |  |
| Community organising | **X** |  |
| Relationship building and maintenance | **X** |  |
| Bid writing / fund raising | **X** |  |
| Excellent leadership and people skills with an ability to support and motivate a team | **X** |  |
| Ability to develop and lead a project (including Business or project plan writing) | **X** |  |
| Ability to understand, analyse, and interpret population, health, and other relevant LBBD data | **X** |  |
| Excellent communication skills, working with a range of different audiences | **X** |  |
| Group facilitation skills | **X** |  |
| Ability to work with volunteers (recruiting, training and management) | **X** |  |
| Excellent IT skills, incl. good working knowledge of Word, Excel, social media and other multi-media formats. | **X** |  |
| **Other requirements** |  |  |
| Self-starter | **X** |  |
| Solution focused | **X** |  |
| Organised | **X** |  |
| Articulate | **X** |  |
| Positive | **X** |  |
| Autonomous | **X** |  |
| Good team player with both immediate colleagues and wider partners | **X** |  |
| Flexible | **X** |  |
| Innovative and creative | **X** |  |

**Terms and Conditions:**

**Employer:** Riverside School

**Timescale:** We would like to appoint the Thames Ward Health and Outreach Worker as soon as possible. This is a full-time post on a 12-month contract from start of post in early 2021 with plans for renewal pending the securing of wider organisational funding.  During that time we will seek to expand the team and implement sustainable long-term changes.

**Supervision and support:** The Thames Ward Health and Outreach Worker will be employed by and based at the school, accountable to the Director for Community Engagement. S/he will be supported by a steering group, including people with relevant experience of communications, marketing and community organising.

**Equal opportunities:** Riverside School is an equal opportunities employer and is committed to the protection and safeguarding of children and young people in our recruitment procedures and in all our work across and beyond school. The school adheres to statutory guidelines in respect to safe recruitment. All persons employed by the school, in any capacity, will undergo an enhanced Disclosure and Barring Service (DBS) check, and confirmation of employment is subject to a successful outcome. All teaching staff members recruited by the school have their eligibility to teach checked with the DfE.

**Application:**

**Application form:** as attached

**Closing date for applications:** 12:00 midday, 14th December 2020

**Interviews:**21st December 2020

**Send application to:** info@twcp.org.uk

**For further information call:**07827 258411

**Website:** [www.twcp.org.uk](http://www.twcp.org.uk)