JOB DESCRIPTION

Job Title: Social Prescribing Coordinator
Accountable to: Social Prescribing Manager
Location: Cheshire West and Chester with a particular focus on Malpas and Tarporley rural areas
Hours: 36.25 hrs (occasional evening and weekend working required)
Date Written: October 2019

Overview of role:

Brightlife Social Prescribing is funded through The National Lottery Community Fund’s Ageing Better programme (running April 2015 – April 2021) working to reduce social isolation in West Cheshire’. We have been piloting a non-medical social prescribing service for people aged over 50 who are socially isolated or at risk of isolation.

Primary Purpose:

To be responsible for promoting and providing a community level social prescribing service to prevent and reduce social isolation for older people in the stated locations. You will be operating as a link between GPs, health and social care providers, activities and older people, connecting individuals to their community in collaboration with similar support services. Working in partnership with statutory and third sector agencies to ensure a holistic approach to promoting the role of older people. Using principles of Asset Based Community Development to ensure Brightlife is ‘by older people, for older people’.

Duties:

- Implementation of Brightlife’s Social Prescribing model in the given localities.
  - To work with the Social Prescribing Manager to develop and strengthen existing community hubs where information, advice and activities can be accessed.
• To work with clients to agree action plans and support changes towards a more fulfilling life.
  o To support individuals in building their capacity to engage effectively in a way that is comfortable for them.
  o Work with older people to support community participation and the development of new activities and social groups.
  o Contribute to a team around the person approach for those in most need.
  o Supporting volunteers and community connectors in signposting and navigation to appropriate activities.
  o Facilitate referrals into activities.
• To develop and maintain positive and productive relationships with a wide range of stakeholders to ensure an inclusive, client led social prescribing service is available to older people.
• To work closely with partner organisations in the delivery of social prescribing.
• To ensure that records are kept according to Age UK Cheshire’s (Brightlife’s) data protection principles.
• Contribute to valuable local and national evaluations by using questionnaires, surveys and face to face conversations to gather information relating to the impact of social prescribing.
• To contribute to the continued community asset mapping, through a comprehensive directory of assets and activities.
• Work with local organisations to recruit and support volunteers to assist in the asset mapping, to champion Brightlife and to promote new opportunities for older people to have social contact within their community.
• To work with the Social Prescribing Manager to build on existing relationships with older people from hard to reach communities using local research to further shape Brightlife to ensure inclusion.
• To support Brightlife engagement and promotion events and activities through local knowledge and community networks.
  • Using accessible language and avoiding jargon.
  • Promoting and participating in meetings and events in appropriate locations at appropriate times.
• Identify and report any safeguarding or vulnerable adult risks and concerns in line with Age UK Cheshire’s (Brightlife’s) policies and procedures.

General
  1. Positively promote Brightlife and its services to the general public and partners
2. To attend training courses as required.

3. To support and participate in fundraising activities for its lead partner Age UK Cheshire

4. To undertake such other duties as may be required which are consistent with the duties and responsibilities of the post.

5. Act at all times to protect the organisation from any risk of wrongdoing or loss of reputation.
Social Prescribing Coordinator

Person Specification

Essential:

- Knowledge of issues that affect people’s lives especially in relation to social isolation
- Experience of working successfully with individuals in a person-centred way to achieve individual goals
- Excellent verbal and written communication skills, including IT skills, report writing and using databases
- Experience of working with clients to produce action plans, setting goals and supporting achievement of these goals, including a team around the person approach
- Excellent organisational and time management skills
- Experience of connecting with hard to reach communities and building positive relationships with a range of people
- Ability to work flexible hours to support service delivery
- Ability to lone work while being part of a wider project team
- Ability to travel freely for work purposes
- Knowledge of the Data Protection Act, confidentiality and safeguarding

Desirable:

- Experience of engaging communities using an Asset Based Community Development approach, building trust and positive rapport
- Experience of cross sectoral partnership working
- Good local knowledge of Cheshire West and Chester
- Good local knowledge of the target communities for the post
- Experience of working in a community health or social care setting
- Experience of community led development and community consultation.

Attitude & Behaviours:

- Possess the drive to ensure that work is defined and accomplished with a high degree of assurance that quality, health, safety, environmental, regulatory and Company procedural requirements are met
- The desire and ability to understand other people, their current situations and an understanding and empathy of the needs of older people
- Ability to adapt to a variety of situations, or to various individuals or groups including the ability to understand different perspectives on an issue, and to consequently adapt strategies
- Commitment to valuing diversity, reducing inequality and ensuring all people are treated with dignity and respect
SUPPLEMENTARY INFORMATION
SOCIAL PRESCRIBING COORDINATORS

Over one million people say they always or often feel lonely – some can go a month without talking to anyone.

Social isolation can be triggered by any number of reasons; loss of a partner, health, mobility, financial issues, moving into residential care, and loss of a driving licence or access to transport can all impact enormously on someone’s well-being.

Social isolation is as bad for your health as being morbidly obese or smoking 15 cigarettes a day.

Brightlife Social Prescribing is funded by The National Lottery Community Fund’s Ageing Better programme until March 2021 to test methods of reducing social isolation in Cheshire West and Chester. It is one of fourteen ‘Ageing Better’ projects across the UK exploring innovative ways to identify and engage people who are socially isolated.

What we learn from the project will be used to influence local and national policy makers and commissioners with regards to future services for older people.

The Social Prescribing Coordinator will join the Brightlife team to be responsible for coordinating and promoting a community level social prescribing service to prevent and reduce social isolation for older people. Operating as a link between GPs, health providers and activities you will turn the ‘social prescription’ into reality. You will act as a local community expert for both new and existing activities while ensuring Brightlife is ‘by older people, for older people’ through an Asset Based Community Development approach.

Brightlife is also challenging the negative perceptions and assumptions about growing old and focusing on the positive role older people play in their communities through targeted marketing and engagement activity.

Older people, their families, friends and carers are central to the development of Brightlife. They have co-designed and co-produced the services we commissioned to ensure that they meet actual rather than perceived needs.

Age UK Cheshire is the lead partner and employer for all Brightlife staff. You will be part of a small, friendly staff team based in Hartford, Northwich

Help us to end loneliness.

Say hello to Brightlife
Equality & Diversity Policy
Undertake all duties with due regard to Age UK Cheshire’s Equality and Diversity policy.

Location: Based within the areas of the project, with a hot desk at Hartford Central Office. Regular travel across Cheshire West and Chester expected.

Hours: full time, 36.25 hours per week. Occasional evening or weekend work to support service delivery will be required, this will be discussed further at interview.

Salary: £24,957.40 per year.

Travel: The nature of the job will require travel and candidates must be able to meet this requirement. Travelling expenses will be paid for travel incurred in the course of duty (mileage paid at Inland Revenue dispensation rate – currently 45p per mile).

Holiday Entitlement: Five weeks leave p.a. (excluding Bank Holidays) rising after 5 years continuous service by one day per year (pro rata) to a maximum of 6 weeks leave after 10 years.

Contract: All new staff are subject to a six-month probationary period. Four weeks’ notice is required to terminate employment by either side i.e. the employee or Age UK Cheshire. During the probationary period, there is a one-week notice period required by either side.

This is a fixed term contract and continuous employment is subject to the ongoing funding of the Brightlife project.

Funding: The project is funded by The National Lottery Community Fund’s Ageing Better programme until March 2021.

Pension: Age UK Cheshire has an automatic enrolment workplace pension scheme in place for eligible employees.

Health Care: After the 6 months probationary period staff will automatically join Age UK Cheshire’s Health Care Cash Plan and will be entitled to receive healthcare benefits.

Criminal Disclosure: The post holder will be subject to police checking by the Disclosure and Barring Service (was CRB) Enhanced Disclosure.

Age UK Cheshire is a Mindful Employer and positive actions will be taken to ensure that people will not be excluded from working for Age UK Cheshire because of their age, race, ethnicity, faith, marital status, sexual orientation, gender, physical or mental health.

Closing Date – No later than 5pm on Friday 15th November 2019.
Interview Date: W/C 25th November 2019.