

Job pack

A large abstract graphic composed of several overlapping, diagonal bands of color. From top-left to bottom-right, the colors are dark blue, bright blue, magenta, orange, light green, and a darker green. The bands are separated by thin white lines.

Lung Health Engagement Worker

This pack contains the following sections:

- About the employer: Age UK Sutton
- How to apply
- Role description and person specification

About the employer: Age UK Sutton

Age UK Sutton (AUKS) is an independent, local charity with a turnover of just over £1.2m. The charity is a brand partner of Age UK, and as such benefits from membership of a network of similar small independent charities across the UK, whilst being able to maintain a focus on local issues in the London Borough of Sutton.

The charity delivers a mixture of 'on demand' services, commissioned services, social and community activities, and is increasingly involved in local influencing and strategy. Age UK Sutton is the lead partner for the older people's strand of the Sutton Plan, the local plan to develop services and improve life for all residents in Sutton. The charity works extensively in partnership with a wide range of other local charities, community groups, and statutory bodies including the NHS and the Council.

We are a small charity with 30 staff, some part-time, and a cohort of over 50 further workers delivering variable hours in our 'Help at Home' support services. The charity also has over 100 volunteers. Age UK Sutton enjoys an open and participative working environment. We work to our core values of being supportive, professional and person centred. These are reflected in the way we work with older people, with each other and with our partners. A key element of all roles is to develop and maintain the organisation's working ethos and culture.

Age UK Sutton strives to provide a supportive working environment for all staff and volunteers in order that they can develop personally and professionally and acquire new skills. We are a flexible employer and pride ourselves on being a family and carer friendly workplace.

We are also a founding signatory of the #ShowTheSalary campaign so we have pledged to always show the salary when we advertise roles, to help close the pay gaps that exist in the sector and give all candidates a more equal chance of a fair wage. We also encourage and welcome applications from non-graduates. If there are any reasonable qualifications required for the role we will clearly state this and explain why.

How to apply

We use a recruitment platform called Hireful to provide a smooth candidate experience - [click here to apply](#). Candidates are invited to apply by uploading a CV and supporting statement.

Your supporting statement should relate to the person specification for the role in order to give you the best opportunity to provide clear examples of your experience that demonstrate your skills and knowledge. Candidates are warmly invited to arrange an informal discussion with the recruiting manager, before submitting their application, which can be arranged by contacting Charlotte Butcher:

charlotte.butcher@ageuksutton.org.uk

07577 130549

Please note that CVs not accompanied by a supporting statement will not be considered.

Closing date for applications: Midnight, Sunday 10th October 2021

The Role:

Lung Health Engagement Worker (Sutton)

Hours: 35 hours per week, Monday to Friday

Contract: 1 year Fixed term Contract with potential to extend

Salary: £25,480 per annum

Role Purpose

Responsible to: Head of Service (Sutton)

Based at: Community based work across the Sutton borough and at the Age UK Sutton Offices, 1 Carshalton Road, Sutton SM1 4LE. Flexible and home working options are available to all staff.

Main purpose of the job:

Age UK Sutton are working in collaboration with the West London Cancer Alliance on a Target Lung Programme Partners to deliver a coordinated and high-quality service to support residents' access and engagement with their Lung Health screening programme.

West London Cancer Alliance, through Royal Brompton Hospital, have developed an early diagnosis project that aims to diagnose patients with lung cancer earlier by identifying the population at increased risk, inviting them for a lung health check and where eligible, a low dose CT (LDCT) scan.

The project aims to increase awareness and uptake of the lung health checks by empowering local people to take control of their lung health by increasing participation in targeted lung health checks by those aged 55-75 who are smokers or ex-smokers and increase awareness of the higher risk of lung cancer for this group and the benefit of attending the lung health check to intervene early

The post holder will:

- Work in collaboration with our Target Lung Programme Partners to deliver a coordinated and high-quality service to support residents' access and engagement with the screening programme.
- Empower local people to take control of their lung health by:
 - Communicating and actively delivering the key messages of the Targeted Lung Health Programme to local residents through a programme of roadshows, events, talks and public engagement.
 - Co-producing information materials to inform and advise local residents and the wider third sector.
 - Contributing to the education of the wider health and wellbeing alliance network, including community health champions' network.

- Supporting identified clients with barriers to accessing the screening programme as appropriate.
- Identifying wrap around support for those who need it following Lung Health screening.
- Contribute to the development of the service.

Key relationships: Targeted Lung Health Programme Partners, Local GP Practices, Sutton Health and Care, local residents, Third Sector partners and Community Health Champions.

Main duties and responsibilities (role profile)

Main duties

1. Develop trusting relationships with residents to help them to take control of their lung health and better understand the impacts of their lifestyle choices.
2. Working as part of the wider Social Prescribing and Community Support teams, and the Targeted Lung Programme team to increase participation in local lung screening clinics.
3. With team and wider sector including GPs and social prescribers, proactively identify people who would benefit from participating in lung screening.
4. To increase local knowledge of lung health through a programme of talks and events, including improving sector and network knowledge, as well as community understanding about the benefits of lung health screening.
5. Through local partners develop wrap around offer to support people who progress from the lung clinic screening to treatment.
6. Develop a strong awareness and understanding of the barriers to accessing the service, and work with partners to reduce these barriers.
7. Ensure all activity is accurately recorded, inputting timely, professional and accurate data into Age UK Sutton CRM
8. To undertake 6-monthly reviews of the impact of the programme and contribute to the monitoring and evaluation of the service as required.

General Duties

1. To be pro-active in maintaining personal and professional learning and development and identify own training needs as they arise.
2. To attend team meetings, away days and other similar events
3. To participate fully in regular one-to-one supervision sessions and in an annual performance appraisal
4. Work as part of the team to seek feedback, continually improve the service and contribute to business planning. Undertake any tasks consistent with the level of the post and the scope of the role, ensuring that work is delivered in a timely and effective manner.
5. Ensure compliance with all relevant policies and procedures in relation to health and safety, equal opportunities, safeguarding, lone working, customer service, data protection and confidentiality.
6. Work within all Age UK Sutton's policies and procedures including Equality and Diversity, Health & Safety, Confidentiality, Data Security, Lone Working and Safeguarding.
7. Undertake other general duties as may be deemed necessary by Age UK Sutton that are consistent with the level of the post and scope of the work in a timely and effective manner
8. Participate at Age UK Sutton events including occasional weekend and evening activity and proactively support service delivery across the organisation

Person Specification

Experience		
	Essential criteria	Desirable criteria
2	Engagement skills, an ability to outline the screening service, encourage referrals and highlight project benefits to a wide audience	Working with people with specific long term health conditions in an empowering, health coaching, behaviour change context
3	Experience of working with a variety of stakeholders to bring about change and service developments.	Familiar with supporting to a range of health and community partners
Knowledge and understanding		
	Essential criteria	Desirable criteria
4	An 'ideas' person that can find creative solutions to problems, or barriers to engagement	A working knowledge of the impact of the local health landscape
5	An understanding of the role the voluntary sector can and does play in promoting population health and wellbeing	An understanding of the emotional and mental health implications of living with long-term health conditions
6	Knowledge and understanding of the principles of safeguarding vulnerable adults	Knowledge of the voluntary sector and facilities in the London Borough of Sutton
7	Experience of identifying health inequalities in specific vulnerable groups of people.	Experience of working in a community setting, with different faith groups.
Skills and abilities		
	Essential criteria	Desirable criteria
8	Strong communication skills and ability to communicate with a wide range of stakeholders	Coaching and mentoring techniques
9	A strong team player but able to work alone and self-motivate as required	Familiarity with Charity Log and online shared working tools such as SharePoint
10	An ability to adopt an analytical and methodical approach to problem solving	Co-ordinate and arrange consultation events, facilitate groups and report on the findings of consultation work

11	Use of all Microsoft application, information management and database inputting.	Working as part of a 'dispersed' or 'virtual' team
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