



## **JOB DESCRIPTION**

<b>Job title:</b>	Social Prescribing Link Worker
<b>Salary:</b>	£26,484
<b>Location:</b>	<b>Southport and Formby PCN</b>
<b>Hours:</b>	Full time post at 35 hours per week
<b>Term:</b>	Fixed term: Expected up until March 2024
<b>Accountable to:</b>	Brighter Living Partnership/Senior Social Prescribing Link Worker

### **Job Purpose**

The Social Prescribing Link Worker will be employed by Brighter Living Partnership, the role is part of our Social Prescribing team working across the Southport and Formby Primary Care Network area. The team is aligned to the Living Well Sefton (LWS) model which is co-ordinated by Sefton CVS.

The Link Worker will work holistically to support individuals to take control of their health and wellbeing based on a 'what matters to me' approach by connecting people to a broad range of community groups and services. The Link Worker will support people to increase their resilience and reduce the impact of health inequalities by addressing the wider determinants of health such as debt, poor housing etc.

The Link Worker will also support existing VCF sector groups to be sustainable; identify gaps in services, and work with the Sefton CVS Group Development Team to develop new initiatives to meet local needs.

### **Duties and Responsibilities**

#### **Working with Primary Care colleagues**

- Work within GP surgeries to identify and support individuals who would benefit from social prescribing support. Predominantly referrals will be received from Primary Care, however a broad range of statutory and non-statutory services may also refer clients in moving forward.
- Build relationships with key practice staff, promoting social prescribing and its benefits to encourage a proactive approach to referrals.
- Work closely with the identified leads for social prescribing and the GP supervisor within the Primary Care Network area.

- Be an active member of the multidisciplinary team within developing integrated care teams, attending a range of meetings to offer input around social prescribing including multi-disciplinary team meetings in practices, 'early help' huddles and others as appropriate.
- As a representative of the GP surgeries, be proactive in developing strong links with all local agencies to encourage referrals, confidence in service and effective partnership working.

### **Providing individualised care to members of the community**

- Provide personalised support to individuals, their families and carers to take control of their wellbeing, live independently and improve their health outcomes. Develop trusting relationships by giving people time and the opportunity to reflect on 'what matters to me'.
- Meeting people on a one to one basis, including home visits, to provide non-judgemental support and information respecting choice and diversity and giving people the time to build trust with the link worker.
- Working with a strength-based approach focusing on the person's assets, co-produce a personalised support plan, to improve health and wellbeing, introducing or reconnecting people to community groups and statutory services.
- Managing and prioritising a caseload including competing demands from a range of practices.
- Maintain a strong awareness and understanding of when it is appropriate or necessary to refer people back to other health professionals/agencies, when what the person needs is beyond the scope of the link worker role – e.g. when there is a mental health need requiring a qualified practitioner.
- Where appropriate, physically introduce people to community groups, activities and statutory services, ensuring they are comfortable. Follow up to ensure they are happy, able to engage, included and receiving good support.

### **Supporting an increase in community resilience**

- Maintain a thorough awareness of the community assets available in the Primary Care Network area.
- As a representative of the LWS partnership and the employing organisation the link worker should develop good working relationships with community groups and organisations within the local area footprint and across the borough, maintaining high levels of professionalism at all times.
- Work with the Living Well Sefton programme management team and other partners to ensure that groups receiving referrals are safe and quality assured and able to meet the needs of the clients referred.
- Ensure that groups and organisations are not negatively impacted by receiving social prescribing referrals by ensuring all referrals are appropriate and that they have the capacity to support those referred.
- Work with the LWS programme management team and other partners to identify where groups may need support to increase their resilience and sustainability.

- Work with members of the community, partner agencies, LWS partners, Brighter Living Partnership and Sefton CVS teams to identify gaps in provision and work collaboratively and creatively to address unmet needs including supporting groups and individuals to develop new projects and access available funding.

### **Working as part of the Living Well Sefton (LWS) partnership**

- Support the LWS programme management team to monitor the effectiveness of the programme by ensuring client records are up to date, providing regular updates to the programme management team, completing case studies and providing additional information as required.
- Be an active member of the LWS team, working with mentors and other colleagues to support clients to improve their health and wellbeing, taking part in training and development days, identifying potential for collaboration and promoting the wider service.
- Attend regular social prescribing team meetings to ensure best practice is shared, refine referral processes and data capture and access peer support from the wider link worker team.

### **General**

- Working with the line manager of the post to identify training needs and undertake continuing professional development as appropriate.
- Participate in local mandatory and other professional training and development including MECC and HNA training.
- Participate in nationally required NHS Link Worker training.
- Adhere to organisational policies and procedures, including confidentiality, safeguarding, lone working, information governance, and health and safety.
- Work with your line manager to access regular 'supervision', to enable you to deal effectively with the difficult issues that people present.
- 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.
- Duties may vary from time to time, without changing the general character of the post or the level of responsibility.
- Undertake other duties as may be reasonably required within the general terms of the job description.



## SOCIAL PRESCRIBING LINK WORKER

### PERSON SPECIFICATION

The post-holder will need to demonstrate that they have the skills and experience in each of the following areas and will be required to respond to each of the requirements listed below.

REQUIREMENTS	E/D	HOW TESTED? Application Form/Interview/Reference/Test
<b>QUALIFICATIONS AND TRAINING</b>		
<ul style="list-style-type: none"> <li>NVQ Level 3 in health care or equivalent in a relevant field</li> </ul>	D	Application
<ul style="list-style-type: none"> <li>Higher education qualification relevant to the role</li> </ul>	D	Application
<ul style="list-style-type: none"> <li>Evidence of continued professional development appropriate to the role</li> </ul>	E	Application/Interview
<b>KNOWLEDGE AND SKILLS</b>		
<ul style="list-style-type: none"> <li>Able to demonstrate a commitment to and understanding of confidentiality in relation to the post, including a strong understanding of information governance and GDPR requirements</li> </ul>	E	Application/Interview
<ul style="list-style-type: none"> <li>A thorough understanding of safeguarding issues for adults and children including high levels of confidence in appropriately raising safeguarding concerns in line with local policies</li> </ul>	E	Application/Interview
<ul style="list-style-type: none"> <li>Ability to prioritise and organise own work load</li> </ul>	E	Application/Interview
<ul style="list-style-type: none"> <li>Knowledge of the 'personalised care' approach</li> </ul>	E	Application/Interview
<ul style="list-style-type: none"> <li>Knowledge of the 'wider determinants of health' and their impact on communities</li> </ul>	E	Application/Interview

<ul style="list-style-type: none"> <li>• Ability to evaluate and implement appropriate service developments with support from managers</li> <li>• Excellent communication and interpersonal skills, able to communicate with people at a range of levels</li> <li>• Ability to work independently, under pressure with flexibility</li> <li>• Excellent team working skills</li> <li>• A clear understanding of the principles of health improvement and behaviour change</li> <li>• Excellent understanding of the range of community services available in Sefton</li> <li>• Willing to work flexibly outside normal working hours to meet the needs of the service</li> <li>• Good IT skills, confident in using a range of IT platforms, applications and devices</li> </ul>	E	Application/Interview
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	E	Application/Interview
	E	Application/Interview
	E	Application/Interview
<b>EXPERIENCE</b>		
<ul style="list-style-type: none"> <li>• Extensive experience of working with challenging, client groups, e.g. mental health service users, those with substance misuse problems, people with learning difficulties etc.</li> <li>• Experience of supporting and empowering individuals to make positive changes in their lives</li> <li>• Experience of working as part of a multi-disciplinary team in a range of settings</li> <li>• Experiencing of managing and prioritising a case load of clients with competing demands</li> <li>• Experience of using databases, developing evaluation materials &amp; reports</li> <li>• Experience of working with voluntary, community and faith groups in Sefton including small and volunteer-led groups</li> </ul>	E	Application/Interview
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	D	Application/Interview

<ul style="list-style-type: none"> <li>Experience of working collaboratively, across organisations to build relationships and improve outcomes for clients</li> </ul>	E	Application/Interview
<b>PERSONAL REQUIREMENTS</b>		
<ul style="list-style-type: none"> <li>Self-motivated, resilient and a resourceful problem solver</li> </ul>	E	Application/Interview
<ul style="list-style-type: none"> <li>High levels of emotional intelligence able to quickly build rapport and positive working relationships</li> </ul>	E	Application/Interview
<ul style="list-style-type: none"> <li>Full driver's license and use of a vehicle for work</li> </ul>	D	Application

### General

The post-holder will be required to participate in staff development and use all relevant learning opportunities to improve personal skills.

The post-holder will be required to confirm their eligibility to work in the UK in order to comply with employment legislation.

Where the job involves engaging in regulated activity, the successful candidate will be required to undergo a Disclosure and Barring Service (CRB) enhanced check before appointment is confirmed.

### Confidentiality

The post-holder must maintain the confidentiality of all information and records relating to the work of Sefton CVS, in accordance with the organisation's procedures and policies.

### Hours of Work

The post-holder must be prepared to work flexible hours, in line with the requirements of the post. This may involve some evening and occasional weekend work, for which time off in lieu will be granted, subject to Sefton CVS's policies and procedures and prior agreement with the line-manager. The post-holder will be expected to adopt a mature and common sense approach to this arrangement.

### Pension

A Group Pension scheme is in operation and Sefton CVS contributes 6% on behalf of all employees who have opted to join the scheme. All employees are also automatically entitled to Income Protection insurance and Life Assurance cover for the duration of their contract.

## Annual Leave & Public Holidays

The annual leave entitlement is 26 days leave plus normal Bank & Public Holidays. The organisation reserves the right to close over the Christmas period. Employees are required to reserve the required amount of their holiday entitlement to cover these days.

## Travel & Other Expenses

Reasonable expenses incurred in the course of duty will be reimbursed on receipt of a completed Sefton CVS Expenses Claim Form.

## Equal Opportunities

Sefton CVS operates an equal opportunities policy and is committed to a programme of action to make this policy effective.

Although every attempt is made to meet the access needs of disabled people, it cannot always be guaranteed that every individual need will be met. For example, it may be necessary for the post-holder to attend meetings in buildings outside the normal project base where unimpaired access to such premises cannot be guaranteed.

Sefton CVS will work with individuals and others, where appropriate, to identify what reasonable adjustments can be made to accommodate access needs.

## Navajo Charter Mark (LGBTIQA+)

Sefton CVS is committed to being an LGBTIQA+ friendly employer and provider of services.

In recognition of this, we were awarded the Navajo Charter Mark in 2012 for the steps we have undertaken to improve, and ensure the continued improvement of, our employment practices, service design, service delivery and access for LGBTIQA+ people within our communities.



Sefton CVS actively welcome people from LGBTIQA+ communities to apply for our job vacancies.

## Disability Confident Employer

Sefton CVS have been awarded the Disability Confident Employer accreditation (previously Disability Two Ticks) in recognition of our commitment to the recruitment, employment, retention and career development of disabled people.



What we mean by disability: The Equality Act 2010 defines a disabled person as someone who has a physical or mental impairment that has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities.

Guaranteed Interview: The Disability Confident Employer accreditation includes a guaranteed interview for any disabled applicant who meets the common and specific requirements for a job.

How to apply: If you feel you are eligible for a guaranteed interview under the Disability Confident scheme, please complete and return the form found at the end of the Job Application document.

### Living Wage Accreditation

In 2022, Sefton CVS were accredited as a Living Wage Employer in recognition of our commitment to ensure that all staff receive a Real Living Wage.



### Additional Information

Unfortunately, owing to the number of applications received, it is not possible to offer individual feedback to candidates who have not been shortlisted.

If you have not been contacted within 2 weeks of the closing date, please assume that you have not been shortlisted on this occasion and please accept our thanks for your interest.