



Sefton CVS
Supporting Local Communities

JOB DESCRIPTION

Job title:	Social Prescribing Link Worker
Salary:	£19,330.35 pro-rotta (£32,217.26 FTE)
Location:	South Sefton PCN
Hours:	22.5 hours per week (Part time - Tues/Wed/Thurs)
Term:	Fixed term (12 months in the first instance)
Accountable to:	Senior Social Prescribing Link Worker / LWS Deputy Manager
Benefits:	26 days annual leave (29 after 5 years' service) plus bank holidays (pro-rata for part-time hours). Company pension scheme with contributions of 6%. 24/7 Employee Well-being Assistance Programme. Life Assurance of 2x annual salary. Income protection scheme (illness). Flexible working.

We pride ourselves on being an inclusive and supportive employer.

Our vision is to develop a vibrant voluntary, community and faith sector that encourages and supports independent, resilient and sustainable communities.

Job Purpose:

The Social Prescribing Link Workers (SPLWs) 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. Link Workers 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 Workers 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.

Social Prescribing Link Workers provide a Social Prescribing Service to GP practices, as part of the Living Well Programme and managed by Sefton CVS.



Duties and Responsibilities

Working with Primary Care colleagues

- Work within GP surgeries to identify and support individuals who would benefit from social prescribing support. Currently taking referrals only from Primary Care, in the future it may be that referrals will be received from a broad range of statutory and non-statutory services.
- 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 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 as appropriate 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 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 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 Sefton CVS locality teams to identify where groups may need support to increase their resilience and sustainability.
- Work with members of the community, partner agencies, LWS partners 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 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 Living Well Sefton team, working with mentors 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 link worker team.

General

You will be required to participate in staff development and use all relevant learning opportunities to improve personal skills.

You 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

You 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.

Equality, Diversity and Inclusion

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

We actively encourage and welcome applications from everyone, including people who are underrepresented in our organisation. The more diverse our workforce, the better we represent and can deliver for our communities.

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 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 encourage and 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.

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.





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	Essential (E) or Desirable (D)	HOW TESTED? Application Form/Interview/Reference /Test
QUALIFICATIONS		
• Community development/health and social care qualification or equivalent	D	Application/Interview
KNOWLEDGE AND SKILLS		
• 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	E	Application/Interview
• Ability to prioritise and organise own work load	E	Application/Interview
• Excellent communication and interpersonal skills, able to communicate with people and groups at a range of levels	E	Application/Interview
• To be able to form good working relationships with people from a wide range of social, cultural and ethnic backgrounds to enable you to achieve your goals and also to promote the reputation of Sefton CVS	E	Application/Interview
• Willing to work flexibly outside normal working hours to meet the needs of the service	E	Application/Interview
• Excellent IT skills, confident in using a range of IT platforms, applications and devices such as Outlook, Word and Excel effectively	E	Application/Interview
• Understanding of the principles of behaviour change and health inequalities in Sefton	E	Application/Interview
EXPERIENCE		
• Experience of working with datasets to interrogate data, developing evaluation materials and reports	E	Application/Interview



• To be able to set up and maintain appropriate systems for the management and accurate recording of work	E	Application/Interview
• Experience of working collaboratively, across organisations, to build relationships	E	Application/Interview
• Experience of working with local people either in a community setting or social care setting	E	Application/Interview
• Experience of developing new projects with local people/local communities and partners to meet local needs	E	Application/Interview
• Experience of working independently to meet deadlines	E	Application/Interview
• Experience of planning and delivering training to internal and external colleagues	D	Application/Interview
• Experience of working with and supporting volunteers	D	Application/Interview
PERSONAL REQUIREMENTS		
• Self-motivated, resilient and a resourceful problem solver	E	Application/Interview
• High levels of emotional intelligence able to quickly build rapport and positive working relationships	E	Application/Interview
• Strong team player willing to be flexible to meet the needs of the project	E	Application/Interview
• To understand the ethos, values and operating environment of voluntary, community and faith sector organisations	D	Application/Interview
• Full driver's licence and use of a vehicle for work	D	Application/Interview



Common Requirements that are essential for all Sefton CVS posts

Personal Skills

- High levels of emotional intelligence.
- Ability to use own initiative.
- Self-motivated and resilient.

Communication Skills

- To effectively communicate with different groups and individuals in various situations.

Interpersonal Skills

- To be able to form good working relationships with people from a wide range of social, cultural and ethnic backgrounds to enable you to achieve your goals and also to promote the reputation of Sefton CVS.

Organisational Skills

- To be able to plan and organise your own workload and manage your time.
- To be able to set up and maintain appropriate systems for the management and accurate recording of your work and the progress of others.

Team Working

- To be able to contribute to the Sefton CVS team and its overall effectiveness.
- To share skills, expertise and ideas with other CVS projects.

Information & Communication Technology

- Fully IT literate; to be able to use Microsoft Office software such as Outlook, Zoom, Word and Excel independently and effectively.

Equal Opportunities

- To be committed to and understand equality, inclusion and diversity practice and implementation in the workplace.