



JOB TITLE: Children & Young People Engagement Lead – Healthwatch West Sussex

SALARY: This role is on a salary scale of £27,218 to £30,187 per annum for working full-time 37 hours per week, where incremental points are awarded annually upon length of service.

This is pro-rata £15,448 to £17,133 per annum for working part-time 21 hours per week.

CONTRACT: Permanent

HOURS: Part-time 21 hours per week

LOCATION: West Sussex with home working

BASED: This role will include attending meetings in the West Sussex area, combined with homeworking. Therefore, the ideal candidate must live within easy travel distance to West Sussex.

CLOSING DATE: Monday, 22nd January 2024

INTERVIEW DATE: TBC

ABOUT US:

Help & Care

Starting as a small charity in 1985, Help & Care has since flourished and grown into an organisation that promotes dignity and independence for all people. We offer services in Dorset and across the Southcoast of the UK.

Help & Care has a vision of people living the lives they choose. Everything we do is because someone, somewhere, wanted something different and better out of life and we were determined to help them to make it happen.

Help & Care operate 4 local Healthwatch services in the South of England, with each of the local Healthwatch organisations being run as independent Community Interest Companies, with Help & Care as a member, alongside delivery partners and volunteer non-executive directors. Click [here](#) for further information.

Healthwatch West Sussex

Healthwatch West Sussex is an independent organisation that exists to listen to the voice of local people and help health and care services operate more efficiently in West Sussex.

Our priorities and work are led by our connections to local people, with a sole focus of understanding the needs, experiences and concerns of people of all ages who use health and social care services. We champion the public voice and speak out on the public's behalf, whilst working collaboratively with local providers and organisations.

Our role is to ensure that local decision makers and health and care services put the experiences of people at the heart of their work.

This is an exciting opportunity for those that wish to continue to develop their career in the Health & Social Care sector.

The successful candidate will play a vital role in ensuring the views and experiences of people living in West Sussex regarding health and social care issues are captured and listened to by decision makers.

KEY AIMS OF THIS ROLE:

- To increase the awareness of Healthwatch within young people (14-25 years old) in West Sussex.
- To engage with a wider range of people with a focus on groups and communities whose voices are traditionally unheard.
- To increase the number of people accessing the Healthwatch West Sussex helpdesk for information, signposting and advice.
- To demonstrate the positive value of work carried out by Healthwatch West Sussex through communicating change and impact.
- To work collaboratively with local Healthwatch Teams, NHS Trusts, Voluntary organisations, as well as West Sussex County Council to progress Healthwatch and Team priorities.

REQUIREMENTS:

Essential:

- Enthusiastic and approachable
- Self-motivated
- Experience of networking and partnership building
- Experience of working on own and using initiative
- Knowledge of voluntary sector
- Knowledge of health and social care

Desirable:

- Experience of working with children and young people
- Experience of working with people who have complex needs
- Experience of facilitating meetings and events

- Volunteer management skills
- Writing and editing skills and attention to detail
- Problem solving/analytical skills

BENEFITS:

- **Annual Leave:** 25 days (5 weeks) per annum plus bank holidays (Pro-rata for part-time employees)
- **Birthday Leave:** All Staff receive their birthday off work as paid leave (1 day)
- **Buy Extra Annual Leave:** Staff can purchase up to one working week's extra annual leave in addition to their annual entitlement
- **Flexible working:** A range of flexible working arrangements
- **Employee Health & Wellbeing Service:** Offering healthcare treatments, money towards the cost of dental treatment, eye tests and prescriptions, 24-hour access to GP helpline, discounted gym memberships, 24-hour counselling service (either via telephone or face-to-face) and much more
- **'Cycle to Work' Scheme**
- **Training:** Access to training/personal development
- **Hybrid working:** Where you will be working from home for the majority of time

To find out more information, and to see an in-depth Job Description and Person Specification for this role, please visit our website vacancy page where you will be able to view and download a copy of these documents.

Copy and paste this into your search engine:

<https://www.helpandcare.org.uk/work-with-us/vacancies/>

To work from home, the successful candidate must ensure they have the correct workstation set up in line with the guidance set out by the Health & Safety Executive (HSE) and an assessment will be carried out to verify the workstation set up.

The nature of the job will require travel in the post holder's car for which expenses will be paid as set by the Trustee Management Board.

An enhanced Disclosure & Barring Service (DBS) police record check in relation to vulnerable adults and children (previously known as CRB check) is required for this role.

We are an Equal Opportunities Employer and therefore offer an inclusive workplace. We strive to create a working environment that reflects the communities that we support; we therefore welcome applications from all members of the community.

If you would like an informal chat about what the role entails, please contact Neil Bolton-Heaton (Head of Healthwatch) at neil.bolton-heaton@healthwatchhampshire.co.uk

If you are interested in applying, please send your CV and a supporting statement explaining why you think you would be suited to the role to hrrsupport@helpandcare.org.uk.

The deadline for applications is Monday, 22nd January 2024.

Interview dates are to be confirmed.

We encourage you to apply early as we reserve the right to close this job advert sooner than the date specified if we receive a suitable number of candidates.