



CANDIDATE PACK

HEALTH PATHWAYS OFFICER



Who are we?

Our vision at Groundwork North East & Cumbria is of a society of sustainable communities that are vibrant, healthy and safe, who respect the local and global environment and where individuals and enterprise prosper.

Our mission is to inspire people and deliver positive sustainable change in places of need across the North East & Cumbria. To achieve our aim we work with passionate individuals, proactive public services and innovative businesses.

Our programmes and services are tailored to the needs of partners in each locality and every year Groundwork makes an incredible difference to disadvantaged communities, helping find practical solutions to the challenges they face. We provide training and create jobs, reduce energy and waste, reconnect people with nature and transform whole neighbourhoods. We are passionate about changing places and lives for the better and when all that local activity is added together, it becomes a major force for regional change.

With over 200 staff across the North East, and over 30 years experience, we are always keen to hear from people with the drive and determination to make a difference, and have lots of ways you can get involved. Many of our senior managers and executive team began their careers as volunteers or project managers. By providing a range of training and continuous professional development opportunities at the local, regional and national level we are able to recruit and retain the very best.

We want you to be yourself at Groundwork and value everything that makes you unique. We recognise and celebrate people's differences and together we make Groundwork a great place to work. Groundwork are committed to safeguarding and protecting the welfare of children, young people and vulnerable adults, and expect all staff and volunteers to share this commitment.

Email: HR.NorthEast@groundwork.org.uk

Tel: 01388 662666

Post: Human Resources, Groundwork NE & Cumbria, Grosvenor House, 29 Market Place, Bishop Auckland, County Durham, DL14 7NP



www.groundwork.org.uk



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What are we looking for?

Moving on Tyne & Wear is a Building Better Opportunities project to help people overcome health barriers and get back into training, volunteering, or employment.

We support people in Tyne and Wear who are aged 18+ and out of work due to complex health issues. We will work with over 1,600 people, supporting them to take realistic steps in order to move closer to work.

We are looking for a creative, enthusiastic individual to join our Moving On Tyne & Wear team as a Health Pathways Officer.

The Health Pathways Officer will have the ability to innovate and inspire participants to achieve positive outcomes. Acting as an advocate of the services and present a professional image of Moving On Tyne & Wear at all times.



What difference will you make in the role?

- As a Health Pathways Officer, you will support and make a real difference to the lives of Moving On Tyne & Wear participants with autism, Learning Difficulties or Disabilities (LLDD) by moving them towards training and employment.
- Working in a small innovation partnership, the role will offer one-to-one support to help participants overcome the health barriers that prevent them from progressing.
- You will lead activities and work in partnership with other providers to tailor packages of support suited to individual's needs allowing them to better manage their conditions and move towards, or into, employment.
- Working closely with participants, the Pathways role will be responsible for supporting them through every stage of their journey, addressing barriers preventing engagement and introducing activities to support progression.



Who will you be working for and with?

You will report to our Performance Lead who works on the Building Better Opportunities Programme - Moving on Tyne & Wear which supports participants with multiple health barriers into work.

The Health Pathways role works on the Innovation Project which focuses on supporting individuals with Autism and LLDD.

The role will also involve liaising with North East Autism Society- Mental Health Concern - who lead the Programme and partners on MOTW (NIC) HumanKind - Changing Lives .

Groundwork is an organisation where everyone works together, gives their all, takes collective responsibility and strives to make Groundwork and Moving on Tyne & Wear better.



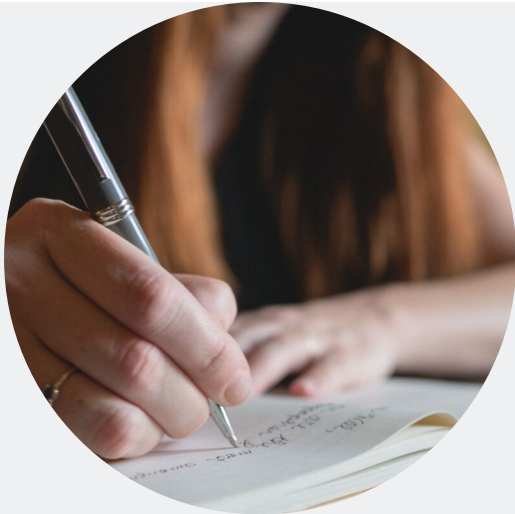
What will your duties and responsibilities be?

- Work with referral partners to promote Moving On Tyne & Wear and the Pathways project to the targeted participants.
- Be responsible for supporting participants and carrying out personalised action planning to remove health barriers to progression.
- Promote good mental and physical health and wellbeing, and encourage and support activities which develop healthy lifestyles.
- Support holistic health assessments with all participants.
- Develop with participants an action plan with clear goals, identified barriers, and measures to overcome these barriers.



- Regularly review the progress of participants using the Outcome Star Tool.
- Manage a participant caseload and review ongoing progress, liaising closely with the full range of specialist partners as appropriate.
- To deliver specific initiatives to remove health barriers in partnership with innovation partners.
- Work in partnership and carry out joint key working in order to achieve improved outcomes.
- Support participants to access resources and services to increase their employability to help them achieve their goals.
- Provide information, advice, and guidance and support participants with job search, application/CV writing, and appropriate mock interviews.
- Promote volunteering opportunities through partners, as a stepping stone to employment and training.

- » Identify and secure appropriate employment and training opportunities for designated participants.
- » Promote participants to employers and assist in the placement of participants into jobs.
- » Promote participants to colleges and training providers and assist in the placement of participants into further education and training.
- » Provide ongoing support to participants once they have been placed into employment to ensure sustainability.
- » Meet agreed performance targets and ensure that all project recordings and management information systems are adhered to and kept in place.
- » Integrate, share knowledge, and spread best practice with other staff and partners within the Moving On Tyne & Wear programme.
- » Link with appropriate statutory and voluntary services, both mainstream and specialist, as a means of promoting work, education, and leisure opportunities for people with health barriers to employment.
- » Ensure that the service meets all relevant quality standards.



What skills and experience do you need to apply?

ESSENTIAL SKILLS:

- » Educated to GCSE level or equivalent, particularly in English and Mathematics
- » Information, Advice & Guidance or Employment Related Services Level 3 or above, or be willing to work towards
- » Specialist knowledge of challenges faced by one or more of the following groups: LLDD and Autism, people with health conditions, BME, substance misuse, homelessness, offending.
- » Working with vulnerable people in job seeking and/or other community support settings.
- » Working to and meeting industry and internal service level standards

- » Excellent verbal and communication skills
- » Strong attention to detail, maintaining high standards of quality and accuracy
- » Strong IT skills including Microsoft Office Suite
- » A flexible and positive approach to work



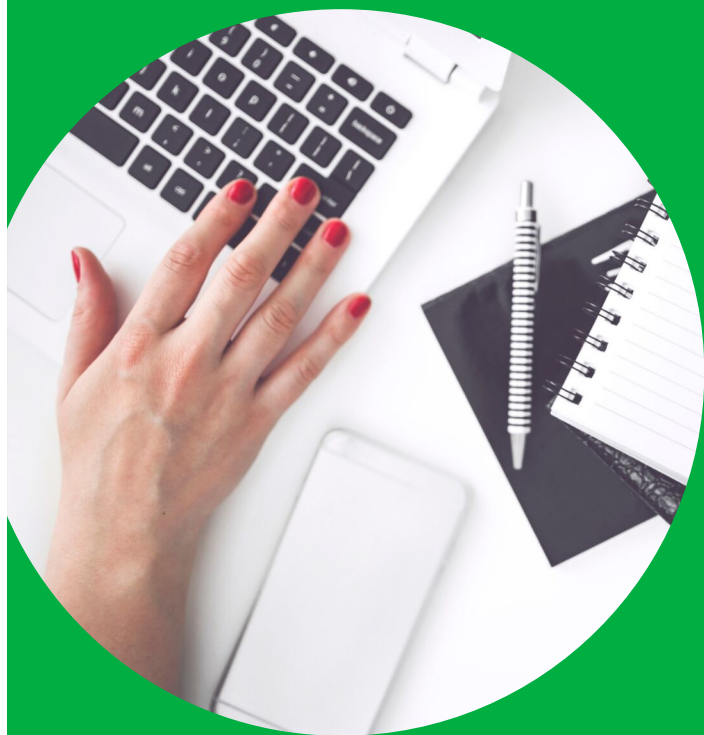
DESIRABLE SKILLS:

- » Knowledge of the Sunderland area and local VCS support services
- » Experience of supporting participants with Autism or LLDD
- » Health & Social Care Level 3 or above
- » An understanding of the employability agenda and how it affects specific needs.

What will we offer you...



- A competitive salary, currently starting at £21,500 per annum
- 37 hour working week
- Excellent holiday entitlement of 25 days rising to 27 days per annum, plus public holidays
- Family friendly policies to support work/life balance and time off in lieu for out of hours activities
- Business travel expenses.
- Better health at work activities
- Access to a Cycle To Work and Childcare Voucher Scheme
- A commitment to equality and diversity which ensures everyone can make best use of their skills, free from discrimination or harassment
- Staff life insurance scheme
- Friendly, team environment where we support each other to achieve



WANT TO APPLY?



Great, all you need to do is complete the application pack available on our website, located here:

<http://www.groundwork.org.uk/Sites/northeast/Pages/category/vacancies-at-groundwork-ne>

All completed applications should be sent to:

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