###### Groundwork London Job Description

Job Title: Health Ambassador x 2

**Responsible to:** Senior Health Ambassador

Responsible for: volunteers

Location: Barnet and Groundwork London offices

# Job Background:

The aim of a Health Ambassador is to build connectivity and trust in targeted communities, to primarily increase awareness of cancer prevention, early signs and screening. The role will work towards reducing cancer inequalities in Barnet by raising awareness and understanding of early cancer signs and symptoms and increasing access / removing barriers to cancer screening uptake. Alongside cancer prevention, the Health Ambassador will engage communities in wider health conversations. Health Ambassadors will empower individuals to promote their own health, and the health of their families and their networks.

The work of Health Ambassadors will be shaped according to the needs of each of the target communities. Health Ambassadors will work closely with Groundwork London, Barnet Together and Barnet Council Public Health to maximise engagement opportunities. They will also liaise with Health Ambassadors and Health Champions in the London Borough of Haringey.

Target communities in Barnet include:

* Eastern European communities
* South Asian communities
* Black African communities

In Barnet, Groundwork London is a proud partner of Barnet Together, an award winning Partnership between Inclusion Barnet, Volunteering Barnet and the Young Barnet Foundation. Together we provide quality training, volunteering support and provide vital resources and advice for Barnet’s Community, Voluntary, Faith and Social Enterprise sector. The Barnet Together Alliance is a long-term, cross sector partnership with the London Borough of Barnet, committed to development and capacity building for Barnet to create and deliver more borough-wide services and opportunities, based on real partnership and active collaboration. The Barnet-based Senior Health Ambassador will work closely with colleagues from the Barnet Together Partnership.

# Main Objectives:

* Engage Barnet communities, including target communities listed above, to raise awareness of cancer prevention, early signs and symptoms of cancer, and cancer screening. Incorporate awareness raising of other priority health topics, informed by Barnet Council Public Health
* Identify and deliver practical solutions which address concerns and practical barriers to accessing health screening amongst people in target communities where uptake is low
* To support these same communities to increase their understanding and ability to prevent ill health and manage wider health conditions as well as provide insight to local partners about barriers to health improving interventions

# Key Tasks and Responsibilities:

* Share key health messages around cancer prevention, cancer early-signs and cancer screening through appropriate channels and languages, with priority communities. Information will be provided through the project steering group, with input from the North Central London Cancer Alliance, the NHS, national cancer charities and other sources.
* Respond to the health needs of the groups you are working with, which may include accessing primary care and cancer screening, knowledge and understanding of local services, signposting and support accessing services
* Design, plan and deliver engagement activities with targeted communities, which may include awareness raising sessions, workshops, one-to-one discussions. Work with Barnet Voluntary, Community, Faith and Social Enterprise (VCFSE) organisations in the planning and delivery of events
* Feed local insight and intelligence into the Cancer Health Ambassadors Project Steering Group, to inform the development of Health Ambassador materials and assets
* Distribute bespoke materials and assets into the community that respond directly to their health needs
* Provide assistance to community members to take up / access cancer or wider health screening
* Promote cancer awareness events and ‘pop ups’ within priority communities
* Provide feedback/introductions/connections to steering group members
* Attend Barnet Health Champion meetings as required to learn and share insight from this work
* Complete monitoring and evaluation requirements as requested, including documenting activities, recording of information (including conversation themes) and maintaining databases
* Connect with Health Ambassadors/Champions projects across London, in particular North Central London (NCL), where appropriate and attend events to share insights about the programme with other NCL boroughs.
* Complete the mandatory training in relation to this post. Attend other subject-specific training, organised by the project team.

# Other Responsibilities:

* Undertake any other related responsibilities commensurate with the evolving objectives of the post and the evolution of The Trust, as may reasonably be requested by the Manager
* Work with due regard for Groundwork London’s mission, core values and objectives
* Ensure the effective implementation of and adherence to Groundwork London’s Diversity, Equal Opportunities, Safeguarding and Health and Safety policies and procedures
* All staff, the Board and volunteers will actively support in their daily operations and duties Groundwork London’s Environmental Management System (ISO14001)

# Personal and Professional Development:

* Participate in the Groundwork London Performance Management and Appraisal process, and agree short, medium and long term goals with your line manager, and direct line staff, trainees and volunteers
* Identify personal learning and development needs with line manager and evaluate T&D to demonstrate that personal role learning needs have been met
* Share best practice and achievements, and actively seek opportunities to present outcomes and case studies
* Contribute to the learning of others across the organisation by sharing knowledge and skills both informally and formally by participating in the trust’s training and development programme

December 2024

**HR ID: 201/1237**

**Person Specification – Health Ambassador**

**Note to Applicant:** When completing your application form, you should demonstrate /evidence the extent to which you have the necessary education, experience, knowledge and skills identified as required by the Person Specification Criteria for the post.

| **Person specification criteria** | | **Essential /Desirable** | **Application** | **Interview** | **Task** | **Certificate/ Qualifications** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Connections with one or more of the following target communities in Barnet:   * Eastern European communities * South Asian communities * Black African communities | E | **✓** | **✓** |  |  |
| 2 | Awareness of cancer health inequalities and the impact this has on targeted communities uptake of cancer screening | D | **✓** | **✓** |  |  |
| 3 | Awareness of wider health inequalities in Barnet | E | **✓** | **✓** |  |  |
| 4 | Experience working or living well with priority communities in Barnet | E | **✓** | **✓** |  |  |
| 5 | Experience working in partnership with statutory and VCFSE organisations | D | **✓** | **✓** |  |  |
| 6 | Experience educating individuals or/and groups, for example communicating complex information in a manner that is easy to understand | E | **✓** | **✓** |  |  |
| 7 | Strong interpersonal and listening skills | E | **✓** | **✓** |  |  |
| 8 | Strong networking and verbal communication skills | E | **✓** | **✓** |  |  |
| 9 | Planning, preparation and delivery of effective engagement activities and events | E | **✓** | **✓** |  |  |
| 10 | A passion for supporting communities and uplifting underrepresented voices | E | **✓** | **✓** |  |  |
| 11 | Ability to maintain accurate records for reporting purposes | E | **✓** | **✓** |  |  |
| 12 | Digital skills to be able to share information, promote events etc. | E | **✓** | **✓** |  |  |
| 13 | Communicating and engaging with priority communities, in specific languages where required | D | **✓** | **✓** |  |  |
| 14 | Awareness of Data Protection Act 2018 & application of GDPR to manage the use of personal and sensitive data | E | **✓** | **✓** |  |  |
| 15 | Commitment to Equality, Diversity & Inclusion, Safeguarding and ability to demonstrate an understanding of applying these in practice | E | **✓** | **✓** |  |  |
| 16 | An awareness of Health and Safety practises and Risk Management | E | **✓** | **✓** |  |  |

**Appointment to this role is subject to an enhanced Criminal Records check through the Disclosure and Barring Service (DBS)**