



**HEALTH AND WORK CHAMPION VOLUNTEER ROLE**

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| Volunteer Role title | **Health and Work Champion** |
| Reports to | **Royal College of Occupational Therapists Professional Advisor** |
| Location | **Current work base – NHS within England** |
| Accountability | **Assistant Director - Professional Practice**  **College of Occupational Therapists** |
|  | **This is a voluntary role to be undertaken as part of the successful individual’s substantive role, therefore organisation support is required prior to application. You must have approval of your Line Manager.** |
| Hours/Sessions per week | **Approximately 12 hours per month (about. 8 hours admin and 4 hours training delivery). We expect a minimum delivery of three to four training sessions in a six month period.** |
|  | **As this six month opportunity is not a vacancy at the Royal College of Occupational Therapists but a voluntary role, successful candidates will not be an employee of the Royal College of Occupational Therapists or Public Health England.** |

**Introduction**

The Royal College of Occupational Therapists (RCOT) and Public Health England (PHE) share a common aim to close the disability employment gap and support people to remain in work or return to work after illness, injury or disability. The Health and Work Champions project has been running since 2016 between RCOT and PHE. The project has supported Health and Work Champions based in NHS organisations across England to deliver a standardised training module to healthcare professionals. The training module is designed to support healthcare professionals to understand the link between work and health and the potential benefit of employment for patients; to develop their skills in using work based questions as an assessment of global functionality; and develop skills to be able to offer brief advice and refer on where required for more support.

The model of clinical champion peer to peer education cascade is based on a previous successful project by Public Health England called Physical Activity Clinical Champions which trained 3,500 healthcare professionals over six months to increase their understanding of physical activity in clinical care.

The project aims to use peer to peer education to shift healthcare culture in relation to work and health. This shift would see it become routine practice across healthcare to use employment as a useful functional outcome of healthcare interventions and a clinical tool for assessing a patient’s recovery/or adaptation to illness or injury. Asking questions about staying in or returning to employment will become standard practice for all healthcare professionals.

The project also aims to give Health and Work Champions leadership roles in their employing organisation to raise their profile and utilise their expertise about occupation, health and wellbeing.

**Background to the Royal College of Occupational Therapists and Public Health England**

The Royal College of Occupational Therapists (RCOT) is the professional membership body for occupational therapists in the UK and has in excess of 32,000 members. Occupational therapists improve health and wellbeing through participation in occupation. Occupations refer to everything that people do in the course of their everyday life. When people experience injury, illness or disability or a major life change they may have to adapt their routines and occupations. Occupational therapist are experts in occupations and work with people of all ages who are experiencing difficulties caused by physical, mental, developmental, cognitive, environmental or social factors which mean they need guidance and advice to continue to participate in valued occupations.

Public Health England provides strategic leadership and vision for protecting and improving the nation’s health. Its ambition is to lead nationally and enable locally a transformation in the health expectations of all people in England regardless of where they live and the circumstance of their birth. It will achieve this through the application of research, knowledge and skills. Public Health England is an executive agency of the Department of Health, and started on 1 April 2013. It is a distinct delivery organisation with operational autonomy to advise and support Government, local authorities and the NHS in a professionally independent manner.

**ROLE SUMMARY**

Health and Work Champions will focus on delivering a national programme about the importance and relevance of asking employment related questions and brief interventions with working age adults. Health and Work Champions will deliver training sessions in their employing organisation and other organisations within their health economy where appropriate to enable other health professionals to ask about employment, offer brief advice and refer on for further employment support when required. Health and Work Champions will also take part in an evaluation of the project. They will work in partnership with RCOT, PHE and other Health and Work Champions. The evaluation will consider the impact of the training sessions delivered.

The post holder will be expected to work in partnership with RCOT, PHE and with external organisations and strategic partners to support collaborations that build the social movement for work and health in clinical care.

The Volunteer Role description forms the basis of the role and further outline of tasks and activities to be undertaken will be discussed on appointment to meet local need, ensure best use of skills and where there is a professional regulation requirement that the practitioner is able to meet this.

**MAIN DUTIES AND RESPONSIBILITIES**

As a Health and Work Champion you will:

Strengthen local capacity and leadership for work and health by supporting the delivery of training and capacity building across the local health system. A standardised training package will be provided by RCOT and PHE.

Identify local opportunities to incorporate work and health training into pre-existing meetings and training.

Act as a clinical role model to increase interest in the importance of supporting people to remain in work or return to work after illness, injury or disability, using social media as well as direct local opportunities.

Collect information to support evaluation of this project during the set time frame and provide regular feedback to RCOT.

Participate in training sessions which will cover the standardised training package, recruitment to training sessions, opportunities for local leadership, dealing with questions and the evaluation process. Applicants must be available to attend training on 8 December 2017 and 1 March 2018 in London (reasonable travel expenses will be covered). There will be a maximum of three training/catch up events over the lifetime of the project.

Actively participate in email peer support and link with other Health and Work Champions in your own organisation.

**Other**

The Volunteer Role description may be reviewed on an ongoing basis.

**Communication and key working relationships**

* With own employer to agree role and delivery of training sessions
* With other relevant organisations within your health economy to promote access to training
* With other Health and Work Champions for peer support
* With RCOT for support and project reporting
* With feedback mechanisms from RCOT
* With wider networks to promote key messages e.g. social media networks

**Professional development**

* You should pursue a programme of continuous professional development in accordance with any relevant professional registration or statutory requirements, whilst maintaining appropriate awareness of service provider requirements.

Person Specification - Core requirements

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| **Area** | **Essential** | **Desirable** | | **Assessment** |
| **Values and behaviours** | | | | |
| Demonstrable commitment to and focus on quality, promotes high standards to consistently improve patient outcomes | **√** |  | | A |
| A clear commitment to the area of work and health including an understanding of the links between the two and why this is an important area for focus in healthcare. | **√** |  | | A |
| Consistently thinks about how their work can help and support clinicians and frontline staff deliver better outcomes for patients | **√** |  | | A |
| Values diversity and difference, operates with integrity and openness | **√** |  | | A |
| Uses evidence to make improvements, seeks out innovation | **√** |  | | A |
| Actively develops themselves and others | **√** |  | | A |
| **Qualifications** | | | | |
| Relevant professional clinical qualification and regulation for example, through the Health and Care Professions Council. | **√** |  | | A |
| Educated to degree level in relevant subject or equivalent level qualification or significant experience of working at a similar level in specialist area | √ |  | | A |
| **Knowledge and Experience** | | | | |
| Experience of working with adults with illness, injury or disability in order to facilitate maintenance of work role or return to work.  Demonstrable experience of project management skills such as health improvement programmes and their implementation | **√**  **√** |  | A  A | |
| Up to date knowledge of the evidence base linking work and health, acquired through relevant experience or training | **√** |  | A | |
| Evidence of post qualifying and continuing professional development | **√** |  | A | |
| Must have an understanding of the background to and aims of current healthcare policy and appreciate the implications of this on engagement | **√** |  | A | |
| Member of relevant professional body |  | **√** | A | |
| **Skills and Capabilities** | | | | |
| **Communication Skills** | | | | |
| Must be able to provide and receive complex, sensitive or contentious information, negotiate with senior stakeholders on difficult and controversial issues, and present complex and sensitive information to large and influential groups | **√** |  | A | |
| Ability to run training sessions for groups of healthcare professionals from a range of professional backgrounds independently and with confidence | **√** |  | A | |
| Ability to respond to the needs of different groups receiving training including an ability to answer questions, motivate, lead and inspire others | **√** |  | A | |
| **Analytical Skills** | | | | |
| Problem solving skills and ability to respond to sudden unexpected demands | **√** |  | | A |
| Ability to take part in project evaluation | √ |  | | A |
| Strategic thinking – ability to anticipate and resolve problems before they arise | **√** |  | | A |
| **Planning Skills** | | | | |
| Demonstrated capability to plan over short, medium and long-term timeframes and adjust plans and resource requirements accordingly | **√** |  | | A |
| **Management Skills** | | | | |  |
| Must be able to prioritise own work effectively. | **√** |  | | A |
| **Autonomy/Freedom to Act** | | | | |
| Must be able to use initiative to decide relevant actions and make recommendations to RCOT, with the aim of improving deliverables and compliance with the project. | **√** |  | | A |
| **Physical Skills** | | | | |
| Working knowledge of Microsoft Office with intermediate keyboard skills. | **√** |  | | A |
| **Equality and Diversity** | | | | |
| Needs to have a thorough understanding of and commitment to equality of opportunity and good working relationships both in terms of day-to-day working practices, but also in relation to management systems | **√** |  | | A |
| **Other** | | | | |
| Current employment in the NHS in England and commitment of your employer to this pilot. | **√** |  | | A |
| Used to working in a busy environment | **√** |  | | A |
| Adaptability, flexibility and ability to cope with uncertainty and change | **√** |  | | A |
| Willing to engage with and learn from peers, other professionals and colleagues in the desire to provide or support the most appropriate interventions | **√** |  | | A |
| Professional calm and efficient manner | **√** |  | | A |
| Effective organizer, influencer and networker | **√** |  | | A |
| Demonstrates a strong desire to improve performance and make a difference by focusing on goals. | **√** |  | | A |
| Completer/Finisher | **√** |  | | A |
| **\*Assessment will take place primarily via written process** | | | | |