

Island Wellbeing Coordinator



Project Overview

Background The Island Wellbeing Project began in 2018, in response to identified gaps in service provision for the non-linked isles.

The project is a partnership project between Voluntary Action Orkney (VAO) and the Development Trusts of Hoy, Shapinsay, Sanday, Stronsay, and Rousay, Egilsay and Wyre (REW).

The aim of the project is to improve and maintain the wellbeing of island residents, to ease the rising cost of living and to reduce pressure on statutory services by:

- Improving access to activities and services, particularly those designed to relieve poverty and disadvantage
- Supporting service providers to be able to more effectively deliver for island communities
- Better informing families and individuals about the services available to them
- Building the confidence, capacity and capability of communities to influence and develop services, alone or in partnership
- Enhancing partnerships and networks
- Normalising co-production.

The project uses a broad definition of wellbeing, which encompasses the range of needs for which island residents might need support:

- **Health prosperity** (e.g. health lifestyle, access to services, access to health education)
- **Economic prosperity** (e.g. access to secure employment, stable income, food security, fuel security, online access)

- **Social prosperity** (e.g. strong relationships, health communities, places to connect, community-based opportunities for support)
- **Place prosperity** (e.g. sense of belonging, affordable transport, accessible spaces).

About this role

As an Island Wellbeing Coordinator, you will support people on a one-to-one basis, whilst also building the capacity of groups, activities and services on the island, to help everybody long-term.

As each island is different, with different assets and needs, your role is likely to differ from that of other Island Wellbeing Coordinators. You'll need to be able to adapt to new challenges and opportunities too, which means that the focus of your role could change month to month.

We've created the 'INCA' model to explain the parameters of what an Island Wellbeing Coordinator does:

I Innovator	With their experience of community development and knowledge of the community, coordinators will support existing groups to: become more sustainable; develop new activities and groups; and work with service providers to develop innovative new ways of working, so they can deliver to Island communities.
N Navigator	Coordinators raise awareness of services, groups and activities, and when approached for help, are able to support individuals to connect with resources, including services. Coordinators can also provide one-to-one support to individuals, which might include: sharing information, supporting access to resources in the community, completing referrals to other services and advocating for the individual
C Connector	Coordinators bring stakeholders in the community together. They facilitate access to the community for mainland providers, act as a link between the community and medical professionals and support collaboration between organisations, groups and volunteers.
A Advocate	Through their work with the community and the support they provide to individuals, coordinators build up a knowledge of the community's needs. They will share this information with strategic partners and advocate for additional services and/or further thought to the needs of island communities.

You will not be expected to perform all of these roles at once, but they provide an idea of the kind of activity you might be involved in. You will never handle money, provide personal care or work with anyone under the age of eighteen unsupervised.

Our principles

As a project we have developed three core principles, to guide how we support our communities and each other. These are:

- **We are person-centred.** We take the time to understand people's needs, capabilities and goals. This ensures we deliver meaningful and person-centred support and develop projects which are targeted and strengths-based.
- **We enable people and communities.** We recognise that we cannot solve every problem. We need to enable people and communities to build their capacity to respond to challenges and opportunities long into the future.
- **We are change makers.** Together we have a strong collective voice which will use to highlight the parts of the system which aren't working for our island communities. Working with individuals, communities and services, we will find ways to do things differently.

Support and management

You will be employed by the Development Trust, where your Line Manager is also employed or a director. They'll provide day-to-day support with your role and will manage your pay, holiday and absences. You will also receive support from the Project Team Enabler (or Manager), who is employed by VAO. They will help you plan and implement your work, provide project support and help you to monitor and evaluate your activity.

You will meet regularly with the other coordinators and will benefit from ongoing peer support.

Job Description

Salary	£23,899.92 pro rata, plus pension contributions at 8%.
Period of employment	This is a fixed term post until March 2024.
Hours	Fourteen hours per week. No overtime will be paid but time in lieu will be allowed for any hours worked in excess of fourteen hours, with the prior agreement of your line management.
Location	You will be based in the Development Trust's offices. As this role involves regular travel around the community, it is expected that you will live and work on the island. There may also be occasional travel across Orkney.
Disclosure	The role involves working with vulnerable groups and will require registration with the PVG scheme.
Training	You will be required to complete training on the GDPR, adult safeguarding, child safeguarding and professional boundaries. You will also be offered ongoing training and development opportunities.
Equipment?	You will be supplied with a laptop to ensure that your work is separate from your island life?
Main duties	<i>Innovator</i> ▪ Work with existing groups and services, supporting them to build sustainability, strengthen impact and increase reach ▪ Develop new services, groups and projects ▪ Support with funding applications ▪ Support mainland service providers to develop new ways of working <i>Navigator</i> ▪ Raise awareness of services, groups and resources ▪ Provide one-to-one support to individuals, which might include: sharing information, supporting access to resources in the community, completing referrals to other services and advocating for the individual ▪ Work with partner organisations to provide on-island support to individuals, where relevant protocols are in place

Connector

- Act as a link between the community and mainland service providers
- Support professionals to operate on the island, for example, by helping organising visits
- Connect ideas, volunteers, organisations and resources

Advocate

- Identify the needs of the community by recognising reoccurring issues in one-to-one support and encouraging feedback from others
- Complete monitoring forms and embed data collection in new activity to provide the project with evidence of need and demand
- Represent the Development Trust and island at partnership meetings

General

- Attend regular meetings with the Project Team Enabler (or Manager) and the other coordinators for peer support and to share best practice
- Contribute to the development of project resources
- Collect monitoring data for the project and participate in project evaluations
- Attend Essential and Additional training required for the role

The role will focus exclusively on work to support The Tudor Trust & Esmée Fairbairn Fund activities as the post is currently funded by both these funders.

Person specification

When completing your application, please outline how you meet the below specification.

We welcome both professional and personal examples, e.g. you may have a good understanding of issues affecting remote, rural and island areas if you are an island resident yourself.

If you are concerned about any of the points in this specification, please contact the Development Trust and we will be happy to discuss your suitability for the role. You do not need to meet every 'desirable' specification.

Specification	Essential	Desirable
Knowledge	Understanding of issues affecting remote, rural and island areas	Knowledge of how public sector bodies (e.g. Orkney Islands Council) work

	Understanding of the potential of communities in supporting people and in providing services	Understanding of health and social care issues Understanding of poverty and economic inequality Understanding of social isolation and loneliness
Experience	Experience of collaborative working	Experience in a one-to-one advice role Familiarity with project work (e.g. securing funding, delivery planning, monitoring)
Skills	Ability to treat people as individuals and be understanding of the issues they face Good communication and interpersonal skills IT skills, specifically the ability to use Word, Excel, Outlook Ability to manage your own time and to work independently	Ability to use social media
Personal attributes	An understanding and commitment to our principles Empathetic and understanding approach to others Ability to manage sensitive and confidential situations Ability to work as part of a team Ability to adhere to professional boundaries	

More information can be found at: <https://www.islandwellbeing.org/>

To apply please complete an expression of interest form and send to Unit 1 Woods Yard, or email cdostonsay@gmail.com.

forms must be received no later than 4:00 pm on **Friday 2nd December 2022**. Interviews will take place Mid December with a January start date.