Voluntary Sector Engagement and Partnership Lead

Job Title	Voluntary Sector Engagement and Partnership Lead
Employing Body	Meeting Point Trust
Salary	NHS Band 6 (£33,706)
Team	ICS Communications and Engagement Team
Reporting to	ICS Communications and Engagement Lead (Partnerships) and relevant Chief Officer for the voluntary sector in Shropshire, Telford and Wrekin (STW)
Other relationships	VCSE Chief Executives, ICS partners, VCSE providers across STW
Base	Home working/regular travel across STW
Term	Fixed term 1 year with the possibility of extension, a secondment would be considered
Working hours	37 hours per week with occasional need to be flexible

Job Summary

This is a brand new, 12-month fixed term role, with the potential for extension, created to help embed the Voluntary, Community and Social Enterprise (VCSE) sector within the Integrated Care System (ICS) for Shropshire, Telford and Wrekin (STW).

The main aim of the role is to elevate the voice and influence of the VCSE within key strategic and decision-making forums. The role will be hosted within the VCSE but will benefit from support within the ICS Communications and Engagement Team and VCSE leads.

This is an exciting opportunity to develop representation infrastructure for the voluntary sector in STW as well as to develop a culture that promotes equality and values diversity. It will ensure consistent representation, amplify the sector's voice and value, and facilitate the two-way flow of information and communications.

This is an influencing role, so a background or extensive experience within the VCSE sector is desirable, however not essential, plus strong networking and communications skills will be key to making connections and making sure those people 'not around the table' remain informed.

Key opportunities include:

– Increasing the voice and impact of the VCSE and helping us to move towards more inclusive processes and support efforts to tackle inequality
– Full involvement of the VCSE and strengthened patient representation in decision-making which could lead to a shift in the use of resources towards preventative activities
– A fully engaged and influential VCSE could ensure that the focus on keeping people healthy is fully embedded into the system and decisions regarding the use of resources

– The clear voice of 'experts by experience' could help to operate in a way that best meets the needs and aspirations of our populations
– Stronger inclusion may lead to increased delivery of services by the VCSE.

Job Purpose

- The post holder will represent and provide voice and advocacy for the voluntary sector within the Integrated Care System (ICS) for Shropshire, Telford and Wrekin.

- The role will be pivotal to ensuring that the wider VCSE reaches its potential as a key strategic influencer and delivery partner within the ICS.

- The role will effectively co-ordinate the expertise of the VCSE and provide a vital link between the two sectors to ensure the right representatives are in the right decision-making forums for effective strategic representation.

- This representation at its best will bring a more co-ordinated approach, one which widens representation beyond that which is currently in place and reflects the diversity of our communities.

- The post holder will lead and co-ordinate VCSE engagement activity within emerging thematic workstreams. Engagement within the ICS will aim to ensure that our local VCSE supports identification of local health and wellbeing priorities and plays a full part in decision-making.

- The post holder will coordinate the voice of the VCSE and ensure that large and small organisations are heard when developing policy and services. The post holder will take an inclusive approach, with a particular focus on ensuring those organisations representing minorities have a voice.

Key Responsibilities

- Provide leadership and ensure arrangements are inclusive and champion the VCSE as an equal partner on relevant system-level boards such as the Shropshire Integrated Place Partnership (SHIPP) and the Telford and Wrekin Integrated Place Partnership (TWIPP).

- Ensure the ICS engages seamlessly with the VCSE sector. The role will act be a key convener and connector for the VCSE and will lead on work to develop structures and processes necessary to facilitate VCSE involvement in the ICS going forwards.

- Support the establishment of the VCSE Alliance, building its membership, as well as its engagement within all aspects of the ICS governance and decision-making processes.

- Develop excellent relationships with programme stakeholders, advocating for the VCSE and encouraging the ICS to consider new and innovative approaches to

working closely with the VCSE to support the health and wellbeing needs of local communities.

- Promote patient representation within relevant forums and meetings across the ICS and support in the recruitment of patient representatives.

- Provide a source of expertise and information regarding ICS priorities, strategies and processes, including relevant briefings to the VCSE sector.

- Present to boards and workstreams and other relevant groups and meetings within the ICS. Provide data, information and insight from the VCSE sector to inform decision making, particularly work on inequalities.

- Develop excellent and robust partnerships with key stakeholders at all levels to ensure effective networks are created and maintained. Ensure stakeholders are kept informed of progress and consulted on queries in a prompt and professional manner.

- Familiarise and understand all processes and procedures in relation to the ICS, and ensure changes within the ICS, on behalf of the VCSE, are in line with national policy and ensure that the programme maximises the use of national opportunities.

- Perform administrative duties relevant to the post, including maintaining accurate records on organisational data collection systems where appropriate.

- Attending relevant events including webinars, peer support, and other information sharing forums.