



Job Description and Person Specification

Job Title:	Health Improvement Coordinator
Hours of work:	37.5 hours per week
Salary:	£28,731
Holidays:	37 days, including public holidays
Location:	Edinburgh
Reports to:	Development Manager (HIV Prevention)

About Waverley Care

Scotland is on track to be one of the first countries in the world to achieve zero HIV transmissions, and Waverley Care will play an essential role in getting us there.

A positive HIV diagnosis still has the power to knock people off their feet and impact every part of their lives. People living with HIV still carry the burden of decades of discrimination and misinformation about HIV. HIV is treatable, but the stigma and shame surrounding HIV holds people back and makes it different to other life-long conditions. Stigma and the fear of an HIV diagnosis still prevents many people at risk getting a test and knowing their status.

Our vision is for a Scotland where no one faces HIV alone, we will achieve this by fighting stigma and empowering people living with HIV to live full and healthy lives.

Waverley Care is Scotland's leading HIV and hepatitis C charity, and everything we do is guided by the experiences of the people we work with – this ranges from shaping the services we deliver through to how we influence national policy around sexual health and blood borne viruses. We are at an exciting point in our history as we strive to reach the goal of zero transmissions by 2030. We are in the second year of an ambitious strategic plan, and we are investing in digital transformation, communications and policy, and we have aims to significantly increase our fundraising to invest in strengthening our support and prevention work across Scotland.

There is much work to be done, but as an organisation we are driven to create lasting change for everyone in Scotland living with, or at risk of HIV or hepatitis C.

You can find out more about the work we do at www.waverleycare.org

About the post

The Health Improvement Coordinator will:

1. Reach out to communities disproportionately affected by HIV, in particular people from African communities or heritage and gay, bisexual and all men who have sex with men (GBMSM) to raise awareness of HIV, sexual health and wellbeing, and the importance of knowing your HIV status
2. Offer advice and support around HIV prevention to all people at risk of HIV
3. Offer HIV and Syphilis testing in community venues, in particular to GBMSM



4. Provide support services for all people living with HIV in the Lothian area, through community-based interventions focusing on reducing HIV stigma and improving wellbeing.

As part of the role the post holder will manage a caseload and work with individuals to better understand their needs and identify opportunities for them to develop, and as part of the Health Improvement Team this post will collaborate with other team members to develop learning, skills and best practice to support individuals.

This post offers an exciting opportunity to improve the lives of people living with HIV and plays a vital role in Waverley Care and Scotland's ambition to reach Zero HIV Transmission by 2030.

About the person

- A demonstrable interest in, and passion for, improving the lives of people affected by blood borne viruses (BBVs), in particular people disproportionately affected by HIV such as people from African communities or GBMSM
- Demonstrable experience of working with vulnerable groups
- Excellent interpersonal skills and the ability to develop positive relationships with a range of stakeholders
- Excellent written and verbal communication skills appropriate for a wide range of audiences
- Be a strong team player, able to use own initiative and reflect on their own practice
- Interested in development opportunities and further training

Main duties and responsibilities:

1. Reach out to people who are at risk of HIV, in particular GBMSM and people from African communities, with key health messages around sexual health and HIV prevention, for example by arranging talks through community groups or providing bars/nightclubs with resources like condoms and information about PrEP (the HIV prevention pill)
2. Offer tailored HIV prevention support and advice to everyone who needs it, but in particular focusing on people disproportionately affected by HIV
3. Offer HIV and Syphilis testing in community settings
4. Manage key worker responsibilities for a caseload of service users, who are people living with HIV that need additional support to access treatment and care, maintain good health, or improve their wellbeing.
5. Work with service users to create a personal plan, using the Waverley Care baseline assessment tool, with identified outcomes and carry out regular reviews of these plans.
6. Promote the value of testing and knowing your status and offer testing for HIV and Syphilis in community settings.
7. Work with colleagues to identify opportunities for volunteer input and contribute to training and supervision of volunteers.
8. Record and keep up to date records of all client interventions on the Waverley Care Service User Database.
9. Work with other members of the team to provide required plans and reports to our funders.
10. To work effectively with a range of partners in the local area including health colleagues and others in voluntary and statutory sector services.



11. To participate in a system of support and supervision and to adhere to all Waverley Care policies and practice guidelines.
12. Undertake any other duties, which may be reasonably required.

Person Specification – Health Improvement Coordinator

Skills and Experience	
Essential	Desirable
<p>Experience of managing a caseload and offering support to vulnerable adults</p> <p>Understanding of sexual health and blood borne viruses</p> <p>Knowledge of the issues affecting people living with or at risk of BBVs</p> <p>Ability to work in partnership with a range of stakeholders</p> <p>Excellent interpersonal and communications skills – written and verbal</p> <p>Strong problem-solving skills</p> <p>IT skills</p>	<p>Current driving licence</p> <p>Experience of working with and supporting volunteers</p> <p>Experience of delivering health messages to groups</p> <p>Experience of working with people from LGBTQ+ communities and/or African communities in Lothian</p>
Values and Behaviours	
Essential	Desirable
<p>Able to take a pro-active, creative and solution focused approach</p> <p>A team player with the ability to develop good working relationships with staff, service users and partners</p> <p>Self-aware, courteous and respectful of service users and colleagues</p> <p>Able to take a high level of personal responsibility, delivering work and making decisions independently and appropriately</p>	