

**Social Prescribing Link Worker**

##### RESPONSIBLE TO: Social Prescribing Service Manager

**PURPOSE OF THE POST:**

Social prescribing is a way of linking patients in primary care with sources of support within the community. It provides GPs and other health professionals with a non-medical referral option that can operate alongside existing treatments to improve health and wellbeing*.*

The post holder will be responsible for taking referrals from a single point of access, contacting the person, carrying out an assessment of their situation and then linking them with appropriate services thus providing a holistic approach to supporting health and wellbeing. Liaison with GP practices, adult social care and other potential referrers will also be necessary to promote the service. The service will be provided by a combination of phone, 1:1 meetings either in the home or other neutral setting or within the GP practice.

**Main Duties and responsibilities**

* To take social prescribing referrals as allocated by the Service Manager
* Work closely with the other SPLWs to ensure consistency of service and share good practice across the PCN areas
* Promote the service widely to potential referrers
* Contact people who have been referred into the service and hold one to one conversations with them to assess their situation, help them consider options and, having built a trusting relationship to create a care and support plan appropriate to their needs. Once the plan is agreed to give appropriate support to help the person put their plan into action. This support may range from signposting to connecting them with a volunteer buddy who can support them to take part in an activity.
* Involve families and carers as appropriate.
* Manage and prioritise a caseload referring back if necessary.
* Work with other VASWS staff to keep an up to date and comprehensive list of community activities, services in the locality.
* Follow up users of the service to assess success and offer further help where appropriate.
* Record and report any gaps in services, where it has not been possible to find a suitable service for a referral.
* Work with others including in particular the VASWS Development Worker to ensure Voluntary, Community, Faith and Social Enterprise (VCF&SE) Groups are nurtured, supported and sustainable
* Keep accurate records on numbers of service users, actions taken, referrals made and outcomes.
* Monitor the service against targets and promptly report any issues that might prevent objectives and targets being reached.
* Help with the evaluation and development of the service.
* Participate in the VASWS Staff and Volunteer Team, with regards to all matters that require a team approach; e.g. strategic planning and office procedures; and maintain a helpful and supportive approach to staff, volunteers and trustees
* Have a good knowledge of the other work and projects carried out by VASWS to enable referrals within the organisation to take place effectively and make sure team members are kept aware of your work.
* Contribute to and comply with VASWS policies and procedures, paying particular attention to issues of equal opportunities.
* Undertake professional development / training to meet developing requirements and to maintain necessary skills and knowledge to carry out the duties as specified.
* Report on outputs and outcomes as required and keep accurate records to support this.
* Carry out other tasks relevant to the post as required.

The post will complete a Level 4 Lead Practitioner in Adult Care qualification during their working hours.

**CONDITIONS OF SERVICE**

**SALARY: Starting salary £25,000**

 **Salary increases to £26,660 on successful completion of Level 4 Lead Practitioner in Adult Care qualification.**

**HOURS: 35 Hours per week**

**ANNUAL LEAVE: 25 days per annum, plus the period between Christmas and New Year, plus all public holidays. This will be pro rata for part-time working.**

**PENSION: 6% Management Contribution**

**LOCATION: Your place of work is at our office in Guildford or other agreed locations within the Guildford and Waverley area. Travel throughout Guildford and Waverley will be required.**

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|  | PERSON SPECIFICATION | **Essential /****Desirable** |
| 1 | Experience of working in health and social care  | **D** |
| 2 | Experience of working in community settings | **D** |
| 3 | An understanding of the issues faced by people who will be using the social prescription service  | **E** |
| 4 | Experience of working with volunteers in a supervisory role  | **D** |
| 5 | Knowledge of adult safeguarding issues | **D** |
| 6 | An understanding of the effects of loneliness and its effect on health and well-being | **D** |
| 7 | Proven experience of planning, prioritising, carrying out and recording work with minimal supervision  | **E** |
| 8 | Experience of working using IT packages: Word, Outlook, Excel and PowerPoint | **E** |
| 9 | Ability to work effectively in partnership with others | **E** |
| 10 | Ability to take a flexible, facilitative and creative approach | **E** |
| 11 | Willingness to reflect on and learn from past experience (one’s own and others’) | **E** |
| 12 | English Language GCSE (grade c or above) or equivalent qualification  | **E** |
| 13 | Maths GCSE (grade c or above) or equivalent qualification  | **E** |
| 14 | Willingness to commit and complete an 18-month Level 4 Lead Practitioner in Adult Care qualification | **E** |