**The Health and Social Care Alliance Scotland**

**Job Description**

**Job Title:** Sensory Hub Officer (Sight Loss)

**Employer:** Health and Social Care Alliance Scotland

**Report to:** National Coordinator for Sensory Loss/Programme Manager

**Key Accountabilities:**

National Coordinator for Sensory Loss, Programme Manager, Chief Executive, Visual Impairment Network for Children and Young People, Sensory Hub colleagues and wider ALLIANCE team.

**Role**

The Sensory Hub Officer (Sight Loss) forms an integral role within an exciting new team at The ALLIANCE – The Scottish Sensory Hub. This post will operate within the strategic aims of The ALLIANCE with an emphasis on the voice of lived experience, co-production and human rights.

The post will draw from the significant history and ethos of The Scottish Council on Visual Impairment (SCOVI) who are now joining The Scottish Sensory Hub as part of The ALLIANCE. SCOVI’s mission - for blind and partially sighted people throughout Scotland to lead independent and inclusive lives - will continue to be enshrined within The Sensory Hub.

The post holder will have the ability to develop and strengthen informed relationships across the Scottish sight loss sector and engage with the wider sensory sector. The role requires skill in working to your own initiative, as part of a wider team and the ability to manage competing priorities across a range of strategic policies and outcomes. The post holder will be a skilled coordinator and experienced networker. The ability to synthesise information, produce high quality reports, engage with research-led practice and to promote a rights-based approach across the sensory field is essential.

**Strategic Outcomes of the ALLIANCE**

* Innovation and transformational change across health and social care, driven by person-centred and rights-based approaches and the principles of co-production and self management
* Policy and practice shaped by disabled people, people with long term conditions and unpaid carers, regardless of race, gender, sexual orientation disability, age, religion, or any other status
* Person centred approaches and third sector involvement within the planning and delivery of health, social care, and integrated services

**Purpose of Role and Responsibilities**

* To support the delivery of the day-to-day business of the Sensory Hub and work inclusively with relevant stakeholders from across the sector including people with lived experience, Third Sector Organisations, Health and Social Care Partnerships, Scottish Government etc.
* To support and promote the outcomes of the Scottish Government’s See Hear Strategy
* To plan, share, develop and maintain platforms of information, research and support for people living with Sight Loss and other sensory conditions and to contribute to a shared national facility on rights-based approaches within the field of Sensory Loss.
* To work alongside other colleagues within the ALLIANCE to develop and extend the range, flexibility and availability of opportunities for people living with Sensory Loss.
* To contribute towards a shared reporting framework for the Scottish Sensory Hub.
* To contribute towards the production of accessible resources and administrative support for the Sensory Hub team, including organisational and evaluative duties
* To contribute to social media output including updating the website and other social media platforms
* To identify and develop opportunities for peer learning, reflective practice, outcomes focused activities, and other opportunities in keeping with the Sensory Hub’s key objectives

**Generally**

* Support development work across the ALLIANCE
* Develop research and consultation activities
* Support the mechanisms for good practice
* Development and facilitation of social innovation approaches to influence change and collaboration
* Assist in preparing fund applications to external funders
* Assist in preparing reports and updates to Scottish Government and ALLIANCE board.

**Data Protection**

In line with national legislation, and organisational policy, you will ensure that all data is processed in a fair, lawful and transparent way, for the specific registered purpose and will not allow data to be disclosed in any way incompatible with such purpose or to any unauthorised persons or organisations.

**Terms and Conditions**

This post is a permanent contract (funding dependent). It is full time, 35 hours a week and based in Glasgow. The post holder may be required to travel on occasion and therefore must adopt a flexible approach to working hours as occasional additional hours and overnight stays may be required. This will be reimbursed through the organisation’s time off in lieu scheme.

**Person Specification**

* Educated to degree level or equivalent through experience
* A skilled networker and coordinator
* An understanding of the impact of sensory loss on people’s lives, in particular for people living with sight loss.
* An understanding of the human rights-based agenda across the spectrum of sensory loss and health and social care policy.
* An understanding of the Third Sector within Scotland.
* Experience of managing competing priorities and the ability to work to multiple deadlines.
* Excellent communication skills, with good awareness of inclusive communication approaches and alternative and augmentative communication.
* Excellent networking skills.
* Ability to synthesise material and deliver written reports and presentations.
* Ability to work effectively as part of a team and to one’s own initiative.
* IT skills including database management and confidence in using digital media.
* Excellent organisational and administrative skills

**Desirable**

* Research experience
* Fundraising awareness
* Event organising experience