

PEER EDUCATOR – WEST YORKSHIRE

JOB DESCRIPTION

GENERAL INFORMATION

Title:	Peer Educator
Job Base:	Leeds - Wakefield
Hours of Work:	40 hours per week
Reports To:	Peer Coordinator

About the Hepatitis C Trust

The Hepatitis C Trust (HCT) is a national charity and has been operating since 2001. We provide information, advocacy, services and individual support, working with prisons and health systems across the UK to increase awareness, diagnosis, treatment and care. Established in 2000, we are a patient-led and patient-run organisation and a key part of the UK's strategy to eliminate hepatitis C as a public health problem by 2030

The Hepatitis C Trust is committed to equality, diversity and inclusion.

We welcome applications from all sections of the community.

We guarantee an interview to candidates with a disability who meet the essential criteria.

We are happy to discuss flexible working for this role.



OVERVIEW

The Hepatitis C Trust (HCT) have developed a number of interventions nationally whereby peers use their personal experience of injecting drug use and hepatitis C (HCV), to provide education and training to clients and staff in a variety of settings. Additionally, peers provide support in the form of a buddy service to identify and support patients through the care pathway.

JOB SUMMARY

The HCT have been delivering a successful Peer programme in partnership with the ODN since June 2018 which has enabled patients identified through innovative interventions to access testing and engage with treatment. It has been identified by the ODN that an additional

Peer Educator is required to increase capacity in Leeds and Wakefield with a focus on working with patients in identified GP Practices, substance misuse providers, supported accommodation services and those recently released from HMP Leeds.,

The Peer Educator will support patients directly in accessing treatment and oversee the development and coordination of peers and buddies across Leeds and Wakefield. This will include developing and maintaining relations with key organisations, identifying and training new peers/buddies and providing both emotional and practical support to all. The Peer Educator will also coordinate the delivery of workshops and liaise with local outreach clinics and ODN lead hospitals. Data collection will also be a key element of the role.

Peer Educator duties:

- Provide one to one support to HCV+ patients within local communities across Leeds and Wakefield.
- Attend and support patients to relevant appointments where necessary.
- Liaise directly with Leeds Teaching Hospitals (LTHT) and work collaboratively with SMS and key providers within the voluntary sector to support the aims of the Operational Delivery Network.
- Conduct point of care testing for patients identified as at risk of HCV.
- Deliver 'follow me' workshops utilising personal experiences to communicate key HCV messages: prevention, diagnosis, patient rights, care and treatment to 'At Risk' individuals (primarily those accessing drug & alcohol services, homeless services or in hostels)
- Help identify and support additional volunteer peers to deliver weekly information workshops across the region.
- Ensure peer workshops are delivered across Leeds and Wakefield in a variety of settings and on a regular basis, backfilling where additional peers are not available.

KEY RESPONSIBILITIES

PEER SUPPORT

- Carry out rapid anti-body HCV tests and/or DBS tests to suitably identified patients.
- Provide one to one support to patients and accompany them to clinic appointments where appropriate
- Work alongside LTHT to support patients previously identified as HCV+ and requiring assertive engagement.
- Work alongside existing HCT Peer programmes across the region.
- To visit services as specified within the project plan to deliver workshops to clients / residents based on key HCV messages: prevention, diagnosis, patient rights, care and treatment.
- Identify and train peers to deliver weekly workshops and provide one to one support in community settings where appropriate

- Maintain regular contact with all peers to ensure their well-being and address any arising issues of the individual peers/buddies.
- Liaise with individual services to coordinate workshops, and identify staff training needs.
- Provide monthly progress reports and identify where additional support / training may be required
- Help build a network of peers to support both media campaigns and the work of the Policy and Parliamentary team.
- Work collaboratively with The Hepatitis C Trust's staff team to ensure the successful delivery of our peer projects nationwide

COMMUNICATION

- To form strong links with key partner organisations within Leeds and Wakefield, including HCV outreach services, commissioned SMS providers and support services for vulnerable or marginalised groups.
- To develop and utilise a variety of strategies to communicate effectively with peers, service staff, external organisations and the general public.
- To develop a mechanism for regular communication with the LTHT Case finding team.
- To develop links and when appropriate liaise with all 4 acute NHS Trusts across the West Yorkshire HCV ODN.
- Increase visibility, awareness and understanding of HCV infection and treatment with both partner organisations and at risk groups.
- To maintain a close working relationship with existing HCT Peer and 'follow me' initiatives across West Yorkshire.
- To ensure that staff within relevant organisations (e.g. drug and alcohol services, homeless services and hostels) are aware of the range of services and options offered by THCT and to raise the profile of hepatitis C and THCT across the county by, for example, producing and distributing appropriate publicity materials.
- To be responsible for establishing and maintaining contacts and good working relationships with front-line workers and other relevant statutory and voluntary sector agencies.
- To liaise with and provide HCV advice to staff within services including health workers, drug service workers and hostel staff.

- To develop clear referral procedures with key outside agencies, in order to ensure appropriate and timely referrals are made in line with the needs of service-users.
- To attend regular team meetings.
- To establish and maintain good working relationships with other members of THCT staff team.

ADMINISTRATION

- Monitor and record individual patient data and accurate case notes.
- Ensure that all administrative work involved in organising and setting up workshops, and other activities is complete
- Monitor and record data collected following peer delivered workshops.
- Build external links and alliances across the county in support of HCT's peer programmes, specifically with services who work with people affected by substance misuse
- Identify and recruit patients to become part of HCT's Patient Council
- Work with HCT's Patient Council Group and to facilitate patient input in order to ensure that the viewpoints and experiences of patients inform HCT's policy platform.
- Establish and maintain contacts with key professionals within relevant statutory and voluntary sector agencies.

INFORMATION MANAGEMENT

- Provide regular feedback to LTHT regarding direct patient activity.
- Produce reports and evaluations in consultation with other HCT/HCV staff members on all project work carried out and as requested.
- To keep an accurate account of all workshops delivered and peers trained
- Ensure all documentation is kept in accordance with agreed administrative systems.

PERSONAL/PROFESSIONAL DEVELOPMENT AND TRAINING

- To attend and prepare for regular line management meetings.
- To participate in annual appraisals in accordance with HCT policy.
- To undertake HCT awareness, testing and Follow Me training.
- To continue to develop information and communication technology (ICT) skills.

FURTHER INFORMATION

- The post holder must at all times carry out duties and responsibilities with due regard to HCT's equal opportunities policies and procedures.
- The post holder must ensure that personal information for patients, members of staff and all other individuals is accurate, up-to-date, kept secure and confidential at all times in compliance with the GDPR 2018.
- The post holder is expected to take responsibility for self-development on a continuous basis, undertaking on-the-job and other training as required.
- The post holder is required to familiarise themselves with and comply with HCT's policies and procedures.
- The post holder must be aware of individual responsibilities under the Health and Safety at Work Act and identify and report as necessary any untoward accident, incident potentially hazardous environment.
- This job description is intended as a guide to the main responsibilities of the post and not as an exhaustive list of duties and tasks. The post holder may be required to undertake other duties appropriate to their grade that are not listed above, at the direction of their manager.