

## PROJECT OFFICER

**Salary:** £21,000 (pro rata)

**Hours:** Up to 21 hours over 2 or 3 days each week

Healthwatch Blackpool, delivered by Empowerment, is the public voice on health and social care in Blackpool, with the role to listen and the power to significantly influence change within the health and social care system across Blackpool.

Reporting to the Empowerment's Engagement Manager we are seeking a creative and enthusiastic part time Project Officer to join our team. We are keen to hear from applicants who have a passion for engaging with individuals and groups of people and enjoy report writing.

### The role:

- To proactively engage with individuals, groups/organisations and communities across Blackpool to explore what matters to them about the health and social care services they receive.
- To promote the work of Healthwatch Blackpool to members of the public and stakeholders.
- To facilitate the involvement and work alongside the volunteers of Healthwatch Blackpool.
- Capture the findings of people engaged with, using both paper based and IT systems.
- Create and present reports on findings from engagement activities and projects.
- Represent Healthwatch Blackpool within patient and public forums across Blackpool.

### Terms:

- Salary £21,000 per annum (pro rata).
- Part time post working up to 21 hours a week, over a maximum of three days, with occasional evening and weekend work.
- Fixed term until 13<sup>th</sup> May 2019, reviewed subject to continued funding.
- Subject to an enhanced DBS and satisfactory references.
- 29 days' annual leave plus bank holidays (pro rata).

To request an application pack please email [admin@empowermentcharity.org.uk](mailto:admin@empowermentcharity.org.uk) , or to arrange an informal conversation please phone 0300 32 32 100 option 4 and ask to speak to Sheralee Turner-Birchall.

**Closing date for applications is Monday 21<sup>st</sup> January 2019 at 5pm.  
Interviews are to be held on the afternoon of Monday 28<sup>th</sup> January 2019.**