

JOB DESCRIPTION

Bengali speaking Volunteer Diabetes Befriending Co-ordinator

Job Title:	Bengali speaking Volunteer Diabetes Befriending Co-ordinator
Salary:	24, 591 Sc 6 pt 26 (Incl ILW)
Hours of work:	35 hours
Core office hours	9am – 5pm
Time off in lieu	Time off in lieu is taken within a month of it being accrued.
Location:	Brady Centre (5 mins walk from Whitechapel Station)
Holidays	30 days per annum
Responsible to:	Director and through Director to Board of Trustees
Line managed by:	Senior Diabetes Community Educator
Probationary period	6 months
Contractual status:	12 months in first instance

PURPOSE

To establish a network of Bengali and Somali volunteers who can provide practical and moral support to Bengali and Somali people living with type 2 diabetes in Tower Hamlets.

To work with other members of the WHFS Diabetes Team to improve access to diabetes services and increase local support for people with type 2 diabetes from the Somali and Bengali community in Tower Hamlets.

MAJOR DUTIES

- Recruit volunteers from Bengali and Somali communities with experience of type 2 diabetes to offer support to others who are having difficulty maintaining healthy lifestyle changes and navigating diabetes services.
- In partnership with specialist health practitioners put together programme of training for volunteers relevant to the role of a 'befriending scheme' focused on healthy lifestyles and developing understanding of diabetes.
- Work proactively to motivate volunteers and provide regular support.
- Work with Primary Care GP practices, Xpert training programmes, Diabetes Centre and third sector Somali community projects in order to communicate the aims and establish the diabetes befriending project.
- Develop links with communities, religious leaders, statutory providers and third sector organisations to promote the Diabetes Befriending project.

Key duties and responsibilities

- Responsible for the recruitment of volunteer Peer Befrienders drawn from the local Bengali and Somali community.
- Develop strategies for the recruitment, induction, retention, training and motivation of volunteer Peer Befrienders.

- Ensure volunteers are adequately trained in the 'befriending role' and able to refer on when necessary for professional advice.
- Facilitating volunteers in personal development via partnership working.
- Prepare volunteers to be self supporting and develop exit strategy.
- Support volunteers in setting up a Bengali and Somali support group for people with diabetes.
- Identify an accessible referral system for the programme.
- Proactively develop and maintain excellent relationships with local stakeholders in Tower Hamlets.
- Play a role in the delivery of local and national policy relating to diabetes through diabetes events etc.
- Assist in the implementation of diabetes awareness events organized by WHFS Somali Diabetes Educators in venues relevant to the communities
- Undertake any other duties within your capabilities as may be reasonably required.
- Build relationships and develop and deliver mechanisms to share good practice such as training and resources.
- Facilitate the implementation of new and innovative approaches which nurture cultural and linguistic sensitive services that improve access, provide effective support, treatment and care for people from the Bangladeshi community.
- Promote cultural awareness across the diabetes service.

Administrative role

- Monitor take up of project, evaluate outcomes and ensure findings are made available in order to improve diabetes care for the Bengali and Somali community and minority ethnic health.
- Be responsible for maintaining comprehensive volunteer records.
- Regularly attend WHFS team meetings and attend any groups relevant to diabetes and the project that are deemed appropriate by WHFS or THPCT.
- Attend relevant seminars and conferences.
- Provide quarterly verbal/written progress reports for the steering group, the PCT and funders when required.