



## **Oxfordshire Community and Voluntary Action VCSE Neighbourhood Lead (3 roles)**

**Hours:** 12 hours per week (0.3 FTE), to be worked across Tuesdays, Wednesdays and Thursdays as agreed

**Location:** Oxfordshire. Hybrid working with frequent travel across the relevant multi-neighbourhood cluster (North Oxfordshire, South Oxfordshire or Oxford City).

**Salary:** £54,600 FTE, pro rata for 6 months based on 12 hours per week

**Contract:** to start as soon as possible with a six-month fixed term contract. Possible extension subject to funding.

**Reports to:** CEO/Deputy CEO (tbc). The postholders will each be part of a multidisciplinary team at cluster level; line management remains within OCVA.

### **About Neighbourhood Health and Care**

The way health and care services are delivered in England is changing. [Neighbourhood Health and Care](#) aims to move from a largely reactive model, centred on GP practices and hospitals, to one that is proactive, preventative and rooted in local communities. Care will be delivered closer to home, with GPs, pharmacies, community health teams and voluntary, community and social enterprise (VCSE) organisations working together as equal partners to deliver health and care locally within neighbourhoods.

In Oxfordshire, Neighbourhood Health and Care will be delivered through 15 neighbourhoods, organised into three multi-neighbourhood clusters (North Oxfordshire, South Oxfordshire, and Oxford City).

### **About the role**

VCSE organisations hold valuable local insight, trusted relationships and extensive experience of working in communities. Their involvement is essential to ensuring that Neighbourhood Health and Care is a success.

To ensure that there are clear pathways for engagement and representation for the VCSE into the development of neighbourhood health and care, partner organisations across Oxfordshire have agreed to dedicate funding to support the creation of three part-time VCSE Neighbourhood Lead posts, initially for six months (with possible extension subject to agreement).

You will be part of a close-knit team of three VCSE Neighbourhood Leads, working both collectively and independently within your allocated geographic area (North Oxfordshire, South Oxfordshire or Oxford City). Though hosted by OCVA (as one of the county's VCSE infrastructure organisations), these roles are very much outward-facing and you will spend much of your time engaging with external partners.

You will also be a key member of your cluster's Multi-Neighbourhood Operational Leadership Team, alongside NHS Neighbourhood Integrators and Leads from Primary Care, Community Health Services, Mental Health, Hospital Trusts, Oxfordshire County Council, and the City and District Councils.

You will act as a bridge between VCSE organisations in your cluster, engaging with voluntary and community sector organisations who are working on the ground in order to represent the sector at a senior level in neighbourhood planning. You will build relationships across the VCSE sector, local government, and the NHS, ensuring that the VCSE sector is an equal partner in developing neighbourhood priorities, designing services and in system decision-making.

You will take an asset-based approach to ensuring VCSE representation, building on existing strengths and assets, supporting effective engagement and co-production, and ensuring that Neighbourhood Health and Care developments remain connected to the needs and experiences of local communities.

We are looking for organised and motivated people with a strong understanding of the role of Oxfordshire's VCSE sector in health and care, who are keen to be part of major system change, and who want to help shape the development of Neighbourhood Health and Care in our county. This role offers an exceptional platform to develop your skills, broaden your network, and contribute to long term change.

### **What will success look like in this role?**

- The distinct expertise and strengths of Oxfordshire's VCSE sector are recognised and valued equally by system partners.
- A clear and trusted pathway is established for the VCSE to engage with system partners in the development of Neighbourhood Health and Care, and vice versa.
- The assets, capability and capacity that already exist in the community and voluntary sector are trusted and built upon, and the duplication of services at neighbourhood level is avoided.
- VCSE Leads, as representatives of the sector, are recognised as integral to the ongoing development and operation of Neighbourhood Health and Care.

### **Key responsibilities**

#### **VCSE Engagement and Representation**

- Act as the recognised VCSE Lead for your multi-neighbourhood cluster

- Represent the full spectrum of the Oxfordshire VCSE sector within the multi-neighbourhood operational leadership team and at other neighbourhood, place and system forums as appropriate
- Facilitate effective two-way communication between system partners and the VCSE sector, reflecting the views of VCSE organisations with health and care partners, and vice versa
- Develop and maintain strong relationships with VCSE organisations and community groups across your multi-neighbourhood cluster
- Deliver engagement activity that captures the views, experiences and priorities of VCSE organisations across your multi-neighbourhood cluster
- Support VCSE participation in neighbourhood and place-based health structures and discussions
- Ensure that the diversity of the sector is represented, including smaller grassroots organisations and groups supporting communities experiencing health inequalities

### **Partnership and System Development**

- Bring insight and experience from the VCSE sector to influence the development of Neighbourhood Health and Care
- Build productive relationships with Integrated Neighbourhood Teams, Primary Care Networks, local authorities, NHS organisations and strategic partnerships
- Work collaboratively with partners to develop more integrated approaches to prevention and community-based support
- Support alignment between neighbourhood priorities and those of VCSE organisations, networks and partnerships
- Promote the value and contribution of the VCSE sector across health and care systems
- Monitor progress against agreed objectives and outcomes

### **Collaborating across clusters and place**

- Work closely with your fellow VCSE Neighbourhood Leads to identify and collaborate on cross-cutting issues, sharing knowledge, expertise and ideas
- Collaborate with Healthwatch Oxfordshire, recognising their role as Oxfordshire's health and care watchdog to capture views and experiences of people using health and social care services
- Help to avoid duplicate service provision and to reduce duplication of meetings, engagement requests and reporting, including by collaborating and building on existing VCSE forums, partnerships and networks

### **Other**

- Adhere to OCVA policies and values
- Ensure work is completed on time and to a high standard
- Work co-operatively with other members of staff and partner organisations
- Take part in organisational and personal training as required

- Undertake such other duties as consistent with the purpose and level of this post as may from time to time reasonably be required by your line manager

Neighbourhood Health and Care is a new concept and the scope of these roles is therefore likely to evolve as it develops.

## **About OCVA**

OCVA offers tools, connections, support, and know-how to help people, groups and organisations to develop things that matter and make a difference every day in our communities.

We also invest in building relationships with all levels of local government and work with many other local, regional and national system leaders and partners to enable the voluntary sector to contribute to the best outcomes for all the people of Oxfordshire.

We achieve this through:

- Information and advice on every aspect of setting up and successfully running a community group, charity or other non-profit
- An exciting schedule of training and webinars
- A membership programme which provides access to training discounts, special benefits and the strength of a collective voice
- A volunteer-matching service where you can recruit volunteers or find your perfect volunteering opportunity
- Developing ways to connect with, learn from and build new opportunities with other individuals and organisations from across the county
- A commitment to making sure that all the diverse voices of the voluntary and community sector are represented and heard
- A passion for tackling the systemic causes and impacts of inequality so that, together we can build a community where everyone can contribute and thrive