



## **COLAB EXETER RESILIENT WOMEN 'BEST START' PROJECT – 'PROMOTING CHOICES' HEALTH NAVIGATOR POST**

CoLab Exeter is a multi-agency health and well-being hub that supports some of the most disadvantaged communities in Exeter through the 4 key themes of Wellbeing, Belonging, Rehabilitation and Recovery. Our strategy for 2021 and beyond is to address inequalities in society whilst promoting resilience as part of a multi-agency approach.

CoLab Resilient Women Programme has supported women with complex lives since 2017. In this new programme we are partnering with Splitz Devon to create and deliver the Devon Best Start Project. This new initiative brings together a range of VCS organisations with statutory health services to improve community knowledge, access to and engagement with preconception, perinatal, DA and other specialist services for targeted communities and lasting Systems change through workforce development.

### **Aims of project**

1. Reduce health inequalities by creating pathways for marginalised women and families experiencing a range of complex physical and mental health needs.
2. Improve health outcomes for children from pre-conception to 2 ½ years through whole family interventions focussing on vulnerable families experiencing DA and other vulnerabilities.

By supporting women with complex needs and the organisations that they work with, we will enable communities to improve domestic abuse and perinatal health outcomes, providing education, advocacy and community-based peer-led support. This will support women to make positive choices about their health, relationships, pregnancy and parenthood.

We are seeking to appoint a Women's Health Navigator as part of our CoLab Resilient Women Programme Team offer.

The aims of these posts are to:

- Increase women's access to a range of positive health and education provisions that support their decisions about pregnancy and parenthood.
- Support navigation to specialist services, eg sexual and mental health, counselling, domestic and sexual violence and abuse, housing, benefits, probation
- Provide dedicated support worker time to engage with women to improve access to services and support
- Build social capacity and capability and increase resilience
- Support women to act as peer support mentors for each other

Experience of working with women who have experienced trauma including domestic abuse is desirable, but not essential. Training can be provided.

**JOB TITLE:** Women's Community Health Navigator

**RESPONSIBLE TO:** Resilient Women Programme Manager

**SALARY:** £24074 FTE pro rata

**LOCATION:** Colab Exeter

**HOURS OF WORK:** 28 hours a week

**CONTRACT:** Fixed contract until 31 March 2023.

**DISCLOSURE REQUIRED:** Enhanced DBS

**JOB PURPOSE:** To support women to maintain and manage health and well-being in relation to choices, pregnancy and parenthood. To support women at risk of, or experiencing a range of complex needs including homelessness, substance misuse, mental health, and domestic and sexual violence and abuse  
To create local networks of women who offer peer support to each other.  
To create a programme offering support, guidance as well as creative interventions that support women towards recovery.  
To enable women to navigate services and support via access to relevant agencies.

**KEY RELATIONSHIPS:**

Internal contacts

- CEO
- Resilient Women Project Manager
- Best Start Team Leader
- Resilient Women Project Staff Team
- Colab Partners

External contacts

- Splitz Devon
- Children's Centres
- Healthcare Providers
- Local community centres & organisations
- Creative and learning facilitators
- Others as identified

## **SPECIFIC DUTIES OF THE ROLE**

### **Main Duties:**

1. To support women to maintain and improve their choices on pregnancy and parenthood and mental health and well-being, and form new networks in their community
2. Advise women on practical options including improvement in perinatal mental health, reduction in the percentage of babies born with low birthweight an increase in babies being breastfed, obesity prevention and support, reduced smoking or smoke-free homes, improvement in learning and speech and language development, high immunisation rates and reduction in rates of preventable diseases and coordinate the provision of multi-agency support.
3. To make links and build partnerships with organisations working with women and offering specialist support, eg , Splitz, GP Surgeries, Children's Centres and others
4. To develop opportunities for peer-mentoring through training and supporting women to support women
5. To build the capacity and capabilities within local groups in improving the outcomes of local people experiencing domestic abuse and improving health outcomes through the development of a network of volunteer Best Start Champions
6. To be flexible and creative, tailoring group opportunities and interventions to ensure the best outcome for each woman.
7. To ensure that women with complex needs, eg mental health, substance misuse, alone with children, at risk of domestic and sexual violence and abuse are supported to take part in activities that support their choices on pregnancy and parenthood.
8. To support women in exploring creative opportunities, supporting them to access to programmes, workshops and other local support.
9. To identify areas of need, devise a plan to address those needs and link into relevant services and programmes.
10. To identify and remove barriers to accessing provision.
11. To chart service impact on women, using the Pathways Outcomes Star and other tools to support their progress
12. To work alongside Colab partners and team in achieving the best outcome for each woman.
13. To collect data and information in accordance with Devon Community Foundation requirements
14. To signpost women towards one-to-one support with a variety of practical and emotional issues.
15. To follow Colab Exeter specific Policy and Procedures.
16. To promote and develop the aims and philosophy of Colab Exeter and work in a way that reflects our collaborative mission and values
17. The post holder must be aware of relevant Adult and Children Safeguarding legislation

### **Quality of Care**

1. To help create and promote an ethos whereby women are empowered to make positive choices and plans for a healthier future for themselves and their children.
2. To develop a relationship of trust with women to enable them to develop a sense of identity and help them gain confidence to achieve their goals.
3. To liaise and feedback to the wider teams at Colab Exeter with regards to any issues, concerns or development with individual women, particularly relating to issues around parenting.
4. To ensure that the women supported are treated with respect and dignity at all times.
5. To ensure the women supported are involved in developing the project through consultation and feedback.

### **Communications**

1. To be able to communicate respectfully and compassionately with women.
2. To be able to communicate well with partner agencies and colleagues.
3. Ability to communicate passionately and effectively about the different issues affecting women in society.
4. Participate in handover and staff meetings.
5. To be able to produce coherent verbal and written reports and case notes.
6. To participate in the use of IT, such as emails and data-collection mechanisms.

### **Working Relationships**

1. To behave in such a way as to build positive working relationships between service users and staff.
2. To build effective working relationships between the staff and service users of Colab Exeter and other partner agencies.
3. To build working relationships within the local community.

### **Strategic and Service Responsibilities**

1. To participate in the promotion of a trauma informed, nurturing and empowering environment.
2. To work within a multidisciplinary team to achieve a high standard of care.
3. To participate in the promotion of a positive environment and to act as a role model to service users at all times.
4. To contribute to the day-to-day running of Colab Exeter if required

### **Financial**

1. To demonstrate good stewardship by retaining receipts for any purchases made via petty cash and adhering to petty cash systems
2. To produce a monthly evidenced expenses form
3. To report to the Strategic Lead regarding financial activity
4. To work alongside Colab Exeter Finance team

## Colab Exeter Team

1. Be approachable and work constructively as a team with other colleagues in the Colab team and wider hub to ensure daily activities and duties are covered and supported effectively, this may include covering for colleagues and participating in hub events and activities.
2. Support and assist volunteers and student placements at the hub who may or may not be directly involved in your area of work.
3. Be resourceful, enthusiastic, and innovative about how you work and actively participate in your own personal and professional development.
4. Attend team meetings, staff away days and supervision/appraisal meetings as required.
5. Be ready to respond in the moment, think on your feet, and have a positive attitude to problem solving.
6. Undertake any reasonable duties appropriate to the role as requested by the management team

<b>Knowledge &amp; Experience</b>	
Experience of supporting women with complex needs and associated trauma issues, with a minimum of 1 year's recent experience (full-time or equivalent)	Essential
Experience of supporting women to make positive choices about relationships, pregnancy and parenthood	Essential
Knowledge and experience of supporting wider issues affecting women who have experienced a range of issues, eg involvement in the criminal justice system, domestic abuse, substance misuse, social exclusion	Essential
Experience of positive health promotion, through one to one and group activities	Essential
Knowledge and experience of one to one interventions and facilitation of groupwork principles that create safe space	Essential
Knowledge of working with multi-agency systems to improve outcomes for women	Desirable
An understanding of the importance of confidentiality, independence and impartiality in giving advice.	Essential
<b>Skills</b>	
Excellent oral and written communication skills, including telephone manner and report writing.	Essential
Ability to negotiate and advocate effectively for and with women, and to influence decisions and outcomes, both operationally and at policy level	Essential
Ability to engage with women in a range of settings, both one to one and in groupwork in different parts of the community	Essential
Ability to prioritise own work and meet deadlines	Essential
An ability to use initiative, patience and perseverance to help resolve problems.	Essential
Strong recording and monitoring skills, including management of budget that supports women directly	Essential

Ability to travel across Devon	Essential
<b>Qualities</b>	
Strong interpersonal communication skills and experience of interacting with a diverse range of people/groups	Essential
Contribute effectively to the efficient running of the Resilient Women programme	Essential
Ability to work flexibly, including occasional evenings and weekends	Essential
A commitment to the values and ethos of CoLab Exeter	Essential
To maintain the aims of the service specifically relating to confidentiality and Equal Opportunities	Essential