JOB DESCRIPTION
Community Engagement Lead
AGE UK PLYMOUTH

KEY DUTIES & RESPONSIBILITIES

a) Create links/collaborate with older people affected by cancer, increasing their knowledge of cancer-specific support is available to assist them and their families.

b) Where appropriate, carry out holistic conversation to create support/action plans.

c) Identify digital capacity and barriers to digital inclusion, and where possible link to digital inclusion support available within the project.

d) Create links/collaborate with other groups and organisations delivering to older people in Plymouth.

e) Engage with individuals who are interested in being cancer champions – staff or service users – and support them to connect with the Macmillan Cancer Champion network.

f) Organise, promote and deliver Cancer Cafes within high visibility settings that are routinely accessed by older people.

g) Work to understand views, attitudes, and identify barriers within different population groups regarding cancer, cancer screening, and prevention.

h) Lead on supporting and encouraging older people to develop and lead their ideas around peer support/awareness, raising initiatives for older people affected by cancer.

i) Work in collaboration with the Project Manager and project staff to ensure the best outcomes for the project across Plymouth.

GENERAL RESPONSIBILITIES

a) To comply with the Charity's Health and Safety policies, Equality and Diversity policy and other relevant policies and procedures such as safeguarding as contained in the Employees Handbook and as appropriate to the post.

b) Assist and take part in the Charity's profile raising and charitable events.

c) To undertake any training considered appropriate to the post.

d) To undertake such other duties as are reasonably appropriate to the post.

UNDERTAKING

I understand and accept my responsibilities, and the Conditions of Service for the post of Community Engagement Lead for Age UK Plymouth.

Signed _____   Date _____

Name _____

(Please print)