

<b>Link Worker (Macmillan)</b>			
Reference No.	A4348	Type	Individual
Service	Health & Social Care Partnership – Adults Service - East (Fife Wide Division)		
Job Family	Para Professional	Grade	FC6

<b>Purpose</b>
<p>The post will provide support to people affected by cancer, including families and carers, by carrying out a holistic needs assessment (HNA).</p> <p>The holistic needs assessment will identify and shape a care plan that meets the individual needs which will be monitored and reviewed to ensure the best outcomes are achieved.</p> <p>The post holder will work closely with Fife Council, NHS Fife and third sector organisations to enable self-directed support and encourage self-management.</p>

<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>
Developing an integrated holistic needs assessment and post treatment care-planning framework and to promote early, targeted, planned intervention and support from diagnosis.	Educated to SCQF level 7, which includes HNC or Advanced Highers or equivalent	✓	
	SVQ Level 3 Social Services & Healthcare		✓
Provide one to one support and advice to people affected by cancer using the holistic needs assessment framework and care plans.	Experience of delivering a customer focused service (Focus on Customers – See How We Work Matters Framework)	✓	
	Experience of dealing with statutory agencies and working with the voluntary sector	✓	

## Role Profile

<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>
Planning tasks and managing workload independently.	Experience and ability to work without direct supervision (Take ownership)	✓	
Assisting clients to access self-directed support to incentivise and encourage self-management, including the Move More Fife programme.	Communication skills	✓	
Assisting clients to access financial, welfare benefit and housing support by completing the documents required where necessary.			
Involving local communities in developing community led solutions for PABC and ultimately other long term conditions.	Experience of working as part of a Team (Work together)	✓	
	Ability to maintain strong working relationships with a range of stakeholders	✓	
Preparing standard reports for internal use including care plans and recording advice provided.			
Maintaining information and monitoring systems relating to the post.	IT skills (Embrace technology and information)		✓
Developing re-enablement and rehabilitation packages to ensure health and wellbeing continues beyond acute care.	Problem solving skills (Deliver results)	✓	
Working across organisational boundaries with partners in Fife to ensure the best possible outcomes for people affected by cancer.			
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

**Additional tasks or responsibilities** – this is a generic role, however this particular job may also require you to undertake the following:

<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>

--	--	--	--

## Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required

**Before confirming appointment:** You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.

## Additional Information – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

## Expected Behaviours – It is essential that you display the following behaviours as they are expected of all our employees:

- Take Ownership
- Focus on Customers
- Work Together
- Embrace Technology & Information
- Deliver Results