

BASS Project Officer Job Description

Job Title: BASS Project Officer

Reports to: Chief Executive Officer

Purpose: To develop our BASS (Black and Asian Stroke Survivors) Project, raising awareness of stroke risk amongst Black and Asian communities, and to develop a longer-term plan that aims to break down barriers preventing Black and Asian stroke survivors from accessing our support services.

Hours: 12 hours per week, core hours to be agreed. Temporary contract for 1 year, with potential to extend.

Salary: £22,000 pro-rata

Main Responsibilities

1. To raise awareness of stroke risk amongst Black and Asian communities where stroke at a younger age is more prevalent.
2. To run our focus group for people with lived experience, and to work with these volunteers to harness their skills and experiences to increase awareness
3. To develop relationships with relevant organisations and communities
4. To record and implement action points from discussions within relevant communities
5. To gather information on studies relating to ethnicity and stroke
6. To explore opportunities for providing bespoke resource materials to address the issues faced by Black and Asian stroke survivors
7. To look into the feasibility of online networking sessions for Black and Asian stroke survivors
8. To liaise with other support organisations that have similar objectives and to collaborate with them as appropriate
9. To plan promotional activities to raise awareness of this work
10. To advise the organisation on culturally sensitive adaptations to service delivery and promotional activities
11. To develop a longer-term plan that aims to break down barriers preventing Black and Asian stroke survivors from accessing our support services
12. To monitor and evaluate the success of our work in this area on an ongoing basis.

PERSON SPECIFICATION

Knowledge, skills and experience:	Essential	Desirable
Understanding of the issues that Black and Asian people face in accessing support services	✓	
Ability to create and nurture relationships with external organisations	✓	
Excellent interpersonal and communication skills	✓	
Organisational skills	✓	
Ability to use own initiative	✓	
Adaptable and flexible	✓	
IT literate	✓	
Experience of planning events		✓
An understanding of inclusive working practices	✓	
Experience of working with volunteers		✓
Understanding of disability, in particular the impact of a stroke		✓
Willing to support the mission, vision, aims and objectives of Different Strokes	✓	

Please note that if offered the position, the successful candidate will need to provide references and proof of their right to work in the UK. A DBS check may also be required; Different Strokes would meet the cost of this.

For an informal discussion about the role please contact Austin Willett on 01908 909932.