

# Applicant Information.



We are  
People First.

[wearepeoplefirst.co.uk](http://wearepeoplefirst.co.uk)

# The opportunity

## **Experts by Experience for Care (Education) and Treatment Reviews**

**Area:** North East Region

**Hours:** As required

**Salary:** £20 per hour (up to 7 hours per day)

## Who we are

People First is an independent customer-led charitable organisation that has worked in Cumbria for almost 30 years. We have a deep understanding of our communities and the unique challenges of this area. We provide a wide range of support and information services across Cumbria and more recently Lancashire, aimed at helping people to live informed, respected, healthy and fulfilled lives.

Our Head office is based in Carlisle, supported by offices in Workington, Barrow and Lancashire.

# The department

The Centre for Learning and Inclusion Team co ordinate the Care and Treatment Review contract for North Cumbria and the North East. We have been training and providing Experts by Experience for Care and Treatment Reviews since 2015.

The department also run a number of other programmes including Education, Research and inclusion projects. These programmes are all committed to putting forward the views and experiences of people to ensure that we all have the same chances in life, the same rights and the same choices.

## What we need

We are looking for Experts by Experience to take part in Care (Education) and Treatment Reviews in the North East of England. Experts can be a person with learning difficulties and/or autism with lived experience of using services or a family carer.

A Care (Education) and Treatment Review (C(E)TR) happens when a child, young person or adult has been admitted or is at risk of being admitted into a specialist hospital. The underlying aim and ethos of the C(E)TR is to prevent a person going into hospital when it is not necessary and ensure that people are enabled to live back in the community.

You will work as a member of a Care (Education) and Treatment Review panel to carry out an independent review of a person's care and treatment. As an Expert by Experience you will make sure that a person's care and treatment is right for them, talk with them about how it can be made better and make sure that people receive the right care and treatment in the right place.

# To do this role you will need

- To be able to talk directly to people and have confidence to ask questions
- To have an understanding of good care and support in the community
- To know what good practices and services look like
- To have an understanding of equality, diversity and a person centred approach
- 6 months personal experience of using mental health or social care services
- To be a good listener and help support individuals and family members in the Care and Treatment Review
- To be able to observe and notice things
- To be able to travel with/without support
- To work well with a team
- To be flexible, reliable and good at time keeping

## Duties will include

The main information we need to find out at the Care and Treatment Review will be;

1. Is the person safe?
2. Is the person getting good care now?
3. What are their plans for the future?
4. Does the person need to be in hospital for their Care and Treatment? Can it be provided in the community?

# We also ask you are able

- To bring another viewpoint to the Care (Education) and Treatment Review that comes from your own experience.
- To make sure that people and family carers remain at the centre of the Care ( Education) and Treatment Review
- To help get better communication between people, families and services
- To take part in relevant training as required
- To keep information confidential
- To complete feedback reports with or without support
- To have a DBS check

## Relationships

- Working directly with the Care (Education) and Treatment Review co-ordinator at People First
- Attending regular supervisions with the Care (Education) and Treatment Review co-ordinator
- Working with and contributing your skills and experience to the team of Experts by Experience at People First
- Working alongside clinicians and commissioners to carry out the Care (Education) and Treatment Review

## Other Duties

Experts by Experience will attend People First Induction training and other specific training required. The duties outlined above may change as the needs of the organisation alter in line with current agendas.

# Your application

Applications should include:

- Completed application forms - Part A and Part B
- Supporting information should be no longer than 2 sides of A4.

People First is an equal opportunities employer and is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo a DBS check and any other safeguarding checks as appropriate to the post. The appointment will be subject to the satisfactory outcome of these checks.

One referee should be the applicant's current or most recent employer. Please note that references will not be accepted from relatives or from people writing solely in the capacity of friends. References will be sought on the successful candidate following the interview process however; we may approach previous employers for information to verify particular experience or qualifications, prior to interview. The appointment will be subject to the receipt of satisfactory references.

All candidates invited to interview must bring documents confirming any educational and professional qualifications referred to in their application form. Where originals or certified copies are not available for the successful candidate, written confirmation of the relevant qualifications must be obtained from the awarding body.

Where the successful candidate has worked or been resident overseas in the past five years, we will carry out such checks and confirmations as may be required in accordance with statutory guidelines.

All candidates invited to interview must also bring with them:

- A current passport (if you do not hold a current passport, or you do not hold a British passport, then further evidence will be required as proof of the right to work in the UK)
- Driving Licence – photocard
- Official documentation evidencing your current address (e.g. utility bill, bank statement)
- Where appropriate, any documentation evidencing a change of name (e.g. marriage certificate)

## Where to send your application

All applications should be clearly marked: **Confidential – Experts by Experience for Care (Education) and Treatment Reviews**

**Send your application by email to:**  
**recruitment@wearepeoplefirst.co.uk**  
for the attention of Mr Barry Munro-Berry

## Send your application by post to:

Mr Barry Munro-Berry,  
People First,  
Best Life Building,  
4-8 Oxford Street,  
Workington CA14 2AH

**To arrive no later than 12pm,  
Friday 13 December 2019**



# Further information

Should you require any further information prior to completing your application form, please contact **Cathy Mellstrom** either by email:

**[cathy.mellstrom@wearepeoplefirst.co.uk](mailto:cathy.mellstrom@wearepeoplefirst.co.uk)**

or call Cathy on **03003 038037** and **press option 3.**

Please note that completed application forms should be sent to the HR Dept (details can be found on page 6) and not to Cathy's email address.

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**We are People First.**  
**We Listen. Engage. Empower.**