

Application Information

Volunteer Role

NHS Community and Bilingual Stop Smoking Service

Smoking Cessation Community Champion

Thank you for your interest in this role. The Stop Smoking Community Champions programme aims to recruit volunteers from across Hackney that can help and inspire their communities to become smokefree.

This pack aims to have all the information that you need to make an application. However, if you would like to talk to someone about your application please call:

Fred Agbah, Smoking Cessation Service Manager, on 020 7033 8509.

This Pack contains:

- Background information about Shoreditch Trust
- How to make your application
- Role description
- Personal specification
- Equal Opportunities monitoring form

Fred Agbah

Smoking Cessation Service Manager

The Value of Volunteering

Volunteering is the process by which someone carries out a role within the organisation without salary, and in doing so providing Shoreditch Trust with access to valuable time and skills. A strong volunteering policy is integral to Shoreditch Trust's long term success as an organisation that works with and on behalf of communities.

Effective, impactful volunteering, adds tremendous value to what we are able to achieve as a delivery organisation. Shoreditch Trust has always acknowledged the importance of good quality volunteering. Not just because it grounds the Trust within its community, extending and strengthening our ability to engage with individuals across our target communities, but also because it represents a form of investment back into our community.

At a time when volunteer activism is being heralded as the driver behind a stronger more resilient society, representing a revised contract between society and the state, it is important to ensure our approach remains balanced. Volunteering is a reciprocal relationship. It is a means by which Shoreditch Trust can benefit from the expertise, drive and willingness of volunteers, but also mechanisms through which the Trust can invest in strengthen capacity and capability amongst volunteers, in a way that serves their purpose and that of wider society.

Volunteering assists Shoreditch Trust to achieve the following aims;

- To extend and strengthen our ability to engage with vulnerable and disadvantaged community groups in a more effective way.
- To benefit from expertise and capability which would otherwise be unobtainable were it only available through the market or through service contracts.
- To provide an outlet for those who wish to be actively engaged in supporting civil society.
- To assist our communities to develop new skills, capabilities and experiences and to support them to create new pathways to wider engagement in the labour market.

Volunteers complement our staff team. The Trust will not replace any paid jobs or key elements of paid jobs with volunteer opportunities.

SHOREDITCH TRUST

Shoreditch Trust is a multi-purpose charitable organisation formed in 2000 working to address the causes of disadvantage in the most deprived areas of Shoreditch, Hackney. The Trust retains a particular focus on supporting and empowering the communities of Shoreditch, but also works collaboratively with a wide network of partner organisations locally, nationally and internationally, helping to address social exclusion in areas also characterised by significant disadvantage.

Shoreditch Trust aims to tackle inequality and exclusion across deprived and disadvantaged neighbourhoods with a particular concentration on activity in Shoreditch. By focussing on the root causes of inequality we aim to help individuals, families and communities improve their mental, physical and social wellbeing enabling citizens to take responsibility for themselves and their families.

The Shoreditch Trust aim to tackle a range of issues in a multidisciplinary way maximising synergy across four priority areas, through strong partnerships and delivery models:

1. Tackling Health Inequality
2. Strengthening Skills for Life
3. Enriched Learning and Living
4. Supporting Enterprise

Our services vary enormously and more information is available on our website, however our key health areas are:

Smoking Cessation

Our local authority commissioned Stop Smoking Service offers a six week programme of one to one support and information sessions, of between 20 – 30 minutes duration to those who want to give up smoking. Group sessions are also available for those who prefer additional support by others in the same situation. We encourage local people to improve their health and wellbeing. Sessions are facilitated by a member of Shoreditch Trust staff, and supported by a volunteer Community Champion.

The Stop Smoking team and our Community Champions also promotes the service widely at events and in congregate settings such as markets, shopping centres, places of worship and community venues.

Track Record

The Trust is commissioned by the London Borough of Hackney to provide a Smoking Cessation Service to the general public as well as specifically identified priority communities.

The priority communities that have been selected are the Vietnamese and Turkish/Kurdish community, Eastern European community, Somali as well as Routine and Manual workers. In addition we have developed the role of Community Champion volunteer, supporting people to promote the Stop Smoking message within their communities.

We aim to ensure that communities in Hackney have a single point of access to the full range of support that is available to smokers. The Stop Smoking Service also acts as a referral gateway to all stop smoking services, whether or not we provide them themselves.

Communities in Hackney benefit from a range of customised support methods offered to those who are serious about quitting and are willing to take reasonable steps to help themselves. Our Stop Smoking Service is able to facilitate diversionary activity workshops to meet client needs in managing withdrawal from nicotine. These include holistic health checks, physical activity, wellbeing and stress management sessions and access to Healthy Eating sessions.

Healthy Eating

This programme aims to give people the skills, knowledge and support to make healthy eating a part of their everyday life. From practical budgeting, shopping and label reading through to cooking and tasting food - the healthy eating team aim to bring the joy of good food to local people.

Track record

The Healthy Eating Programme began 5 years ago with one full time member of staff primarily addressing the healthy eating needs of Sure Start clients and local Shoreditch residents and seeing around 30 clients a week. The size of the team has grown to 4 full time, one part time member of staff with an additional 12 sessional staff and the programme sees over 150 clients a week.

Our funding successes include originally being commissioned to deliver work worth over £25k a year with local Sure Start's focusing on working with parents of under-5s, antenatal classes and weaning. We went on to win the tender to provide Infant Mortality prevention work worth nearly £100k a year in April 2007 which came to an end in April 2009 although we have made recommendations to RMIT and hope that further work in this area will recommence in the future. Since 2008 we have won the City and Hackney Obesity Strategy Food Skills Training tender worth £50k and also the Tackling Diabetes tender for a pilot project worth over £20k. In addition to this grant funding we have also been commissioned by schools to deliver classes as part of their enrichment and extended schools programmes of work including St Mary Magdalene Academy worth £18k a year and Haggerston School worth over £10k a year.

The majority of our work takes the form of practical 6 – 12 week cook and eat courses adapted to the client's needs and run in various locations across Hackney and London. We run regular outreach sessions at events and surgeries, demonstrations, healthy eating activities and also provide 1-2-1 client support. We have also developed various interactive tools to help gain baseline information and highlight participants eating habits and extend their knowledge around healthy eating.

Peace of Mind

This programme aims to ensure people can make proactive and healthy choices about staying mentally and emotionally well. From practical stress management techniques through to signposting people to specialist services this programme aims to make mental health an integral part of overall healthy living.

Track record

We partner with individuals and their families to help them re-discover hope, build skills, and move forward, wherever they sit on the spectrum, from experiencing a period of stress, to having long-term mental health diagnosis and a history of hospital admissions.

We build trusting relationships through thoughtful, attentive therapeutic approaches, and provide a safe and inspiring community space where people build new friendships and become stronger.

We use a variety of approaches according to need: life coaching, CBT, narrative therapy, psychodynamic approaches, systemic approaches. We undergo regular training as a staff team and belong to a rich network of local organisations to maximize our impact.

The Trust takes an anti-stigma approach, normalizing mental health and providing opportunities, such as training, education and volunteering. We have seven volunteers and three paid staff, some of whom originally came to us asking for help with their mental health and who now help others. We are passionate about enabling people to uncover their forgotten talents and develop new ones. We value each contribution that is brought by our clients, volunteers and staff, who represent many cultures and backgrounds.

Our clients often come to us with many and complex problems, and we are able to help them develop better resources, rely less on statutory health services, have greater quality of life and more meaningful relationships with family and friends. Some are able to start new careers or take up previous ones. Others feel more capable of dealing with everyday life, using public transport, socializing, and becoming more confident to enjoy the city they live in.

170 Pitfield Street - Healthy Living Centre Services

This is a purpose built centre that opened in September 2009. It offers high quality therapy rooms and a group room for training and workshops.

We offer a mix of therapies and sessions and are in the process of developing this service further.

How to apply

Please complete the attached application form. You should also complete the included Equal Opportunities Monitoring form.

Please post or email your application to:

Fred Agbah
Smoking Cessation Services Manager
Shoreditch Trust
Units 1-2 Waterhouse
8 Orsman Road
Hackney
London N1 5QJ

fred@shoreditchtrust.org.uk

Volunteer – Role description

Reports to: Smoking Cessation Service Manager

Time commitment: Around 3-4 hours a week

Flexible hours mainly day time during the working week with some weekend and evening work.

Based at: Venues across Hackney

Purpose of the role:

The NHS Stop Smoking Service needs YOU to champion our work and bring your unique skills, knowledge and, influence within your local community to a valuable and proven initiative that can benefit everyone in your area!

The role is to publicise and promote the NHS Stop Smoking Service in local areas by providing strong support in helping to pass on key messages and values within the service. You will be enthusiastic about the health and social benefits of stopping smoking, and able to cascade this enthusiasm to others. You will liaise closely with the Project Manager who will be working with a range of local community groups including faith groups, elders, young families, black and minority ethnic groups, new entrants to the UK and vulnerable adults. You will work to promote the stop smoking message in a wide variety of settings including health events, open days, festivals, public awareness events and local media opportunities. As a Community Champion you will inspire people by sharing your knowledge of the key health and social benefits of stopping smoking.

Your active involvement within community life will be key to achieving the aims of this essential role.

Principle Tasks:

- Help promote the Stop Smoking Service at local events and festivals
- Keep up to date with Stop Smoking Service initiatives and events
- Talk to people on a one to one basis and in small groups, which may include school groups and families.
- Be a point of information for the project, including the health and social benefits of stopping smoking, and contribute to wider City and Hackney NHS Stop Smoking events.
- Assist participants in completing health questionnaires and other paperwork.
- Explain how to use a simple stop smoking diary to monitor personal and health goals.
- Provide telephone follow and support to participants.
- Attend promotional events and speak on behalf of the project if you feel comfortable in doing so.
- Provide information and suggestions on opportunities to further promote the work of the Stop Smoking Service
- Assist at training sessions for new Community Champions

Support in the role:

1. Initial training covering current smoking cessation policy and principles.
2. A brief induction with the project manager will cover the main aspects of the programme and the following areas:
 - Introduction to the work of Shoreditch Trust
 - Introduction to the Stop Smoking Service
 - The key messages of the project
 - Key players in the local Stop Smoking arena
 - Brief overview of funding, main targets and existing publicity for the project
 - Facts and figures on the health benefits of smoking cessation
3. Training on the essential qualities and skills of a volunteer

We can support you by providing training and advice on how to help you and your community, family and friends to:

- Think about the health benefits of stopping smoking
- Improve your lifestyles
- Increase life expectancy and quality of life
- Save money
- Reduce stress and anxiety
- Get the most out of living smokefree

We can also provide you with:

- Training to develop your skills at promoting the Smokefree message
- Advice and training in career development as a Stop Smoking advisor
- Regular newsletters providing updates on new Stop Smoking projects happening across City and Hackney and Shoreditch Trust activities
- Key information on existing Stop Smoking projects taking place in your area and across City and Hackney
- Guidance, training and Stop Smoking information to help you with organising and attending events
- Support and help in accessing specialist Stop Smoking resources and training.

Benefits of volunteering with the Trust:

We strive to increase our volunteer's personal and professional development through exposure to widest possible range of work, real responsibility and high level of independence. We promise a clear line management relationship, role description with clearly identified responsibilities as well as:

- Access to training and coaching opportunities as appropriate
- References for future employers
- Out of pocket expenses paid
- Access to Timber Wharf Time Bank activities

Person Specification

You are: A non smoker.

A member of the local community, you may be part of a faith group, community group or access other community based services. You do not have to be employed or in education and your work background if any is not important. You may be a carer, parent or guardian, senior citizen, homemaker or an active member of your community. You could be a local business person or employer. Whoever you are, you must be happy to make a clear commitment to supporting the Smokefree City and Hackney message.

You will have:

- A recognised standing or position in the local community
- An interest in local people and the issues that affect their lives

You will be:

- Able to influence others
- A good communicator and keen to interact face-to-face
- Enthusiastic about stopping smoking and keen to share this with others
- Sensitive, non-judgemental and understanding of the need for confidentiality
- Willing to endorse and work with the key messages about the value of stopping smoking and the wider Smokefree City and Hackney initiative

Equal Opportunities Monitoring Form (attached by email)

This sheet will be detached from your application and will be used solely for monitoring purposes.

Shoreditch Trust recognises and actively promotes the benefits of a diverse workforce and is committed to treating all employees with dignity and respect regardless of race, gender, disability, age, sexual orientation, religion or belief. We therefore welcome applications from all sections of the community.