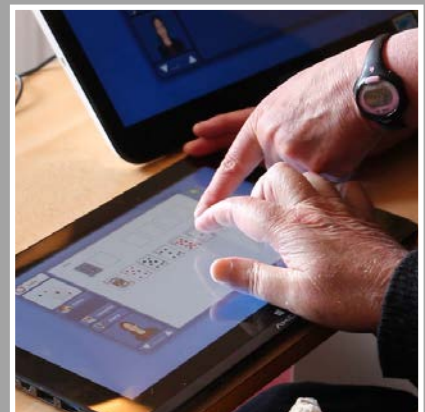
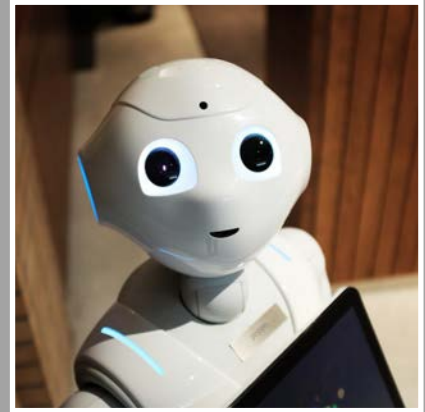


Blackwood

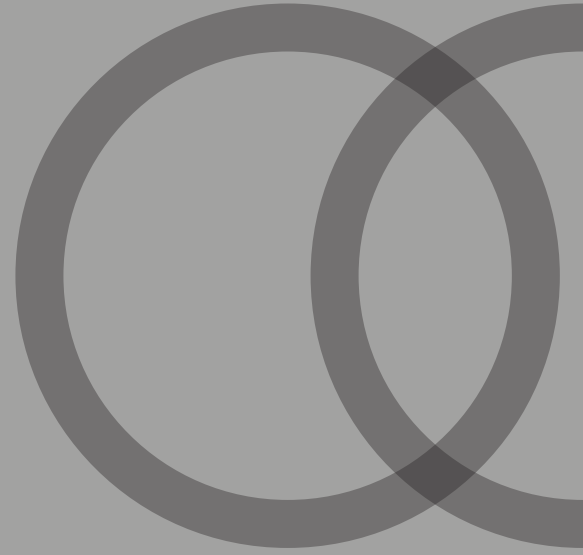
homes | care | support



For the Appointment of
Volunteering Champions Coordinator
Blackwood Neighbourhoods for Independent Living

FWB Park Brown

Executive Search



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ABOUT BLACKWOOD HOMES AND CARE

Blackwood is a leading housing and care provider, specialising in services for people with disabilities across Scotland. Founded in 1972 by Dr Margaret Blackwood, the organisation is entirely focused on creating personalised and individual solutions to help people live fully and independently.

With over 550 employees, 1500 properties, 3 care homes and over 10,000 hours per week in care at home services across Scotland, Blackwood operates in 29 out of 32 local authorities. We provide homes, care and support for adults with physical disabilities, long term conditions, sensory impairment and learning disabilities. We also provide care services to older people who require additional support to enable them to live in their own homes.

Blackwood's teams are friendly, committed, motivated and trained to the highest level, which ensures the best possible outcomes are achieved for our customers.

Blackwood's local bases in Stirling, Glasgow, Aberdeen, Dundee, Ayr, and Edinburgh facilitate a unique and streamlined housing and care service. Being closer to our customers ensures we are in the best position to support people at a personal level and enable them to live their life to the full.

We have accessible and modern bespoke housing aimed at providing great value for people with a range of disability and housing needs, and our ongoing investment programmes aim to ensure that existing homes are upgraded to meet statutory obligations and customers' priorities.

Our Care Inspectorate grades have been consistently very good and excellent, and we are determined to maintain this high standard of care.

[Click here to watch our video, 'Work with Blackwood on our Exciting New Project'.](#)

OUR VISION, AIMS AND VALUES

Our Strategic Plan contains two main themes, supported by nine strategic aims:

1. To provide value and quality for customers
2. To invest in innovation



Blackwood has four core values to ensure everything we do as an organisation and as individuals demonstrates integrity and accountability:



**Taking
Responsibility**



**Open and
Honest**



**Keeping our
Promises**



**Respect and
Understanding**

BLACKWOOD NEIGHBOURHOODS FOR INDEPENDENT LIVING - ABOUT THE PROJECT



The 'Blackwood Neighbourhoods for Independent Living' project (BNIL) is a 3-year project focusing on the challenge of helping people live for 5 more productive years by:

- Designing homes which support residents to age in place
- Sustaining physical activity
- Managing common complaints of ageing through creation of affordable products and services to improve self-reported health and wellbeing
- Supporting social connections by reducing isolation through gamification
- Creating healthy and active places

Blackwood successfully completed Stage 1 of the project, which was primarily about engagement with local people and industry partners to:

- Understand and baseline the issues and barriers people face in healthy ageing locally and nationally.
- Co-Design and co-create solutions and programmes to these issues and barriers.
- Identify and understand target markets for these solutions with industry partners.
- Begin to develop plans to enter these markets at scale and pace.
- Develop plans to deliver the solutions including our own and partner's capacity.
- Baseline our evaluation data and develop our Theory of Change.

Stage 2 of this project has an overall value of £12m supported by grant of £6m. Blackwood is the lead partner with a range of academic and industry partners.

The project work will centre in three demonstrator neighbourhoods, in Charleston (Dundee), Cardonald (Glasgow), and Buckie (Moray), providing urban, semi-urban and semi-rural comparators. Collaborating with residents, local authorities, health providers, industry, and academia, the multi-disciplinary project promotes ground-breaking house design across tenures, retrofitting existing homes, embedding digital empowerment and health and wellbeing self-management. We aim to impact over 3000 people during the project and many multiples beyond its life.

Our key solutions will include the delivery of:



The Blackwood House	Beautiful, affordable, accessible and connected homes that adapt as citizens age and live independently.
The Blackwood Design Guide	A co-designed guide, enabling individuals and housing organisations to adapt existing homes, supporting people as they age and setting new standards of accessibility.
My Digital Hub	A 'virtual me' in my 'virtual neighbourhood' in a 'virtual world' where citizens can play out their aspirations as they age, through gamification, setting goals, tracking progress and staying motivated with support of others. A leader-board will compare progress and offer rewards as the project expands to the wider world.
CleverCogs™	A tablet-based app, customisable, safe, intuitive digital system. Designed to support citizens by providing them with a range of services and information linked to their health and wellbeing goals.
AI Smart meter monitoring	Monitoring of energy usage to establish patterns of behaviour that may predict when intervention is required to prevent crisis.
Value Exchange	A system designed to encourage and reward citizens to take an active role in their own health and wellbeing as well as supporting others.



Blackwood will facilitate engagement and co-design, learn in an agile way, position and adapt products and services in response, and sponsor **an independent living movement** where #ImIn means that people can invest, be inspired, be 'in the know' about their health, and come together with their community.

Iteration will continue throughout the project as we test, adapt and evaluate the model. By exploiting expertise and innovation from different industry sectors and healthcare providers as well as citizens with lived experience, we aim to achieve significant social, economic and fiscal impact on the challenges of healthy ageing.

Blackwood is uniquely positioned to lead the demonstrators given our investment and thought leadership on independent living. We know that communities beyond Scotland and the UK face the same challenges, and would welcome community-based solutions, driven by changing demographics and by the potential of integrating technologies which support new products and services.

Read more about the project here:

Welcome to Blackwood

Can you help Scotland be the best place to live a healthier and longer life?

We are looking for inspiring people who can help design Scotland's neighbourhoods for healthy ageing. Co-designing with the local community and engaging with great partners, Blackwood aims to test and measure what supports people to live healthy and active lives as they age. With the help of technology, and insight from residents, this is a cutting-edge ambitious programme to help Scotland be the best place to live life to the full.

Our exciting partnership programme in three areas of Scotland focuses on five important healthy ageing challenges:

- Designing** and adapting age friendly homes that are accessible, affordable, beautiful and connected.
- Sustaining** physical activities by providing local people with a range of activities and fun as they exercise and engage with others.
- Managing** common issues of ageing as we offer people products and services to age well, feeling safe and secure in their neighbourhoods, so they can live independently.
- Supporting** social connections by helping people be confident online and offering more choice and control through technology as they connect with others.
- Creating** healthy and active places so that people help design their neighbourhood as a welcoming, accessible and beautiful place to live.

The three locations are:

- Dundee (Charleston)
- Glasgow (Cardonald)
- Moray (Buckie)

It'll be working with the latest in technological solutions, the standard of accessibility, and with industry and academic partners. Here are just some of the products you'll help develop.

- THE BLACKWOOD HOUSE**
Beautiful, affordable, accessible and connected homes that adapt as people age to support independent living.
- CLEVERCOGS™**
A tablet-based, customizable, safe, intuitive digital system designed to support people by providing them with a range of services and information linked to their health and well-being goals.
- AI SMART METER MONITORING**
Using artificial intelligence to help predict when people may need help e.g. 'haven't got out of bed by 10am and the person is always up between 8 and 8.15'.
- DIGITAL HUB**
Using a fun game experience to encourage and connect with others. The hub will set their life goals and celebrate progress in respectful, online community.

Our exciting partnership programme will use the new products and services to test and motivate neighbourhood connections with rewards. Our programme will engage with local communities, with your help, to assess what will give people those five more healthy, active years.

A unique opportunity to make a real difference in how we live our lives. If you have the curiosity, the desire to make a difference in lives in Scotland, and can contribute your expertise to our programme read on.

Logos: Cisco, BIALAB, Cision, CENSIS, mydex, H&S

www.blackwoodgroup.org.uk

JOB PROFILE

POST:	Volunteering Champions Coordinator Blackwood Neighbourhoods for Independent Living (BNIL)
RESPONSIBLE TO:	Design and Engagement Manager
RESPONSIBLE FOR:	No Direct Reports
SPECIAL CONDITIONS:	Fixed term contract to 29/03/24 Substantive place of work: Based at our Head Office in Edinburgh or one of the three neighbourhood locations. Full time – 35 hours per week (Monday to Friday)
SALARY	£25,880 - £27,979 per annum

AIM:

The postholder will take responsibility for the volunteering programme within the BNIL Project. This project is across three neighbourhoods within Scotland. The five themes within the 3-year project are:

- Sustaining Physical Activity
- Designing for Age-Friendly Homes
- Managing the Common Complaints of Ageing
- Creating Healthy and Active Places
- Supporting Social Connections

ROLE RESPONSIBILITIES:

1. Volunteer Planning & Generation

- Create a plan for generating teams of volunteers to support each workstream in each neighbourhood, designing a rapid on-boarding process.
- Work closely with the thematic leads to ensure volunteers are sourced in appropriate timelines to ensure success of each workstream but also highlighting risks and proposed solutions where relevant.
- Support the design and structure of the value exchange model to allow for organic growth within neighbourhoods to make the volunteering model self-sustaining beyond the life of the project.

2. Volunteer Management

- Once volunteers have been sourced, you will need to create and embed a supporting structure to manage volunteers in a sustainable way.
- You will need to support volunteers, not in a line management capacity but to make sure they're fully aware of what's expected, and where to go for resources.
- Ensure that communication with volunteers, team members, partners and other stakeholders is professional, clear and concise.
- Be an effective team player. Collaborating and supporting colleagues where required to ensure project success. Responding to queries accordingly.
- Maintain and keep accurate records relating to all aspects of the project.

3. General

- Demonstrate excellent relationship management and rapport building skills with all Blackwood stakeholders which includes; staff members, customers, and external suppliers.
- Work with minimal supervision, be highly organised, self-motivated and strong ability to prioritise and highlight any risks.
- To undertake such other reasonable duties consistent with the scope and purpose of the post as may be instructed by the Programme Lead or manager.

PERSON SPECIFICATION	Value of Criteria	
	Essential	Desirable
Volunteering Champions Coordinator Blackwood Neighbourhoods for Independent Living (BNIL)		
EXPERIENCE & QUALIFICATIONS		
Demonstrable experience of recruiting volunteers at scale	X	
Demonstrable experience of managing a group of volunteers	X	
Experience in a public, third sector or voluntary sector organisation	X	
Experience of writing policies and procedures for volunteering		X
Experience of engaging communities to participate in and benefit from volunteering		X
Utilising other volunteering networks or organisations to increase participation		X
Experience of working with people at all levels, internal and external	X	
Experience of operating within a grant-funded environment		X
KNOWLEDGE, SKILLS & ABILITIES		
Knowledge of volunteering networks	X	
Ability to plan and manage volunteers to support multi-disciplinary teams but clearly define scope of volunteering support.	X	
Capable of thinking creatively and innovatively with excellent problem-solving skills	X	
Computer literate and proficient in Microsoft Office	X	
Good verbal and written communication skills.	X	

Ability to work under minimum supervision to include prioritising of tasks/duties as required. Highlight any areas of risk. Highly organised.	X	
Ability to work effectively as part of a team to achieve targets and meet deadlines.	X	
Ability to build relationships with stakeholders	X	
Familiarity with digital platforms to source and manage volunteers		X
VALUES & ATTITUDES		
As a representative of Blackwood, you will be expected to demonstrate Blackwood's core values in all communications with internal and external stakeholders.	X	
Passionate about delivery and success	X	
Commitment to innovation and pushing boundaries	X	
Commitment to equality for all	X	
Awareness of the diverse needs of our customers, including disabled and older people. Respecting the opinions, values and beliefs of others	X	
Confident & assertive you will take ownership and responsibility for your designated area of responsibility	X	
OTHER CONSIDERATIONS		
Flexibility will be required to support the ever-changing needs as the project evolves.	X	

CANDIDATE GUIDANCE

Blackwood Homes and Care is delighted to be working in partnership with FWB Park Brown on the recruitment and placement of our **Volunteering Champions Coordinator** role.

To arrange a confidential discussion or to apply, please email a copy of your CV to:

blackwood@fwbparkbrown.com

ALTERNATIVE FORMATS

This pack can be provided in larger print, in Braille or as an Audio CD. It can also be provided in languages other than English. Please contact a member of the HR team by emailing BNILRecruitment@blackwoodgroup.org.uk for further details.

INTERVIEWS

Please note that as a result of the current social distancing guidelines, it is likely that interviews will be held online should you be shortlisted.

Shortlisted candidates will be contacted by a member of the recruitment team to find out if you are able to meet with us online. Not everyone is online, or it might not be the best option, so please don't worry if you can't have a video call with us. We'll talk through alternative ways that we can interview.

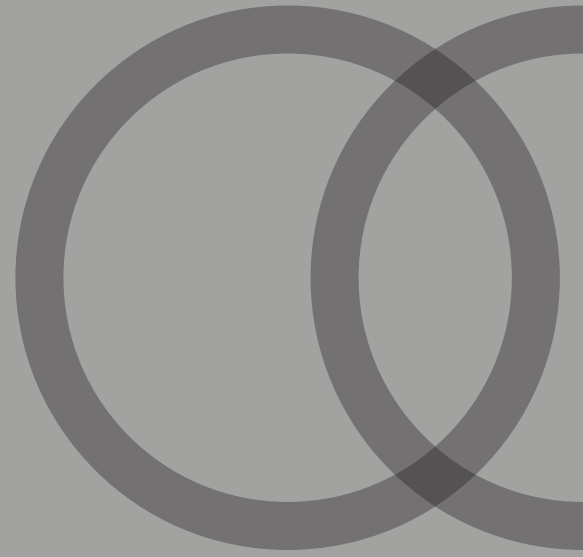
RECRUITMENT PROCESS

The closing date for applications is the 12th of July. Interviews are anticipated to take place the week commencing 26th July.

Following your application you will be contacted by a member of the FWB Park Brown team if your application is successful to arrange an interview.

The recruitment process will likely consist of a series of online meetings on the day:

- A meeting with HR to check your documentation (10 mins) – Right to work in the UK
- A meet and Greet (10 mins) – Introduction to our Interviewing Panel and/or other staff within Blackwood Homes and Care
- An interview (60 minutes max). We will briefly discuss your application, along with work history and ask some competency-based questions.



FWB Park Brown

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