

Role description: Adult Social Care Professionals Steering Committee Members



We are looking for adult social care professionals to help improve hospital discharge summaries.

Are you a care worker in a residential care home in England? Do you read or use hospital discharge summaries to help care for residents? Do you want an opportunity to shape future discharge summaries and develop your advocacy skills?

We want to learn from you and hear about the challenges you experience with hospital discharge summaries and how they can be improved.

We want to hear from care professionals who would like to join a steering committee to help us learn how to make discharge summaries better and easier to understand and use.

About You (person specification)

We are looking for adult social care professionals who are passionate about making a change in social care. This is an opportunity to have your say on improving discharge summaries and through personalised coaching develop your skills in advocacy, public speaking and leadership.

You should:

- Work in a non-nursing residential care home in England
- Have completed your employer's mandatory training
- Read hospital discharge summaries to provide care or share information from discharge summaries to those who provide direct care
- Plan to stay in the care sector for at least the next 3 years
- Be willing to learn to use Teams or Zoom for meetings and Microsoft Word, PowerPoint and Excel to read documents
- Be passionate about social care and making care better for residents
- Be committed to learning and self-development
- Be interested in developing your skills to speak up and make a difference for social care including building your writing, speaking and leadership skills
- Feel willing to speak in a group to share your thoughts
- Not (and have not trained to be, or are training to) be a registered healthcare professional in the UK or abroad (e.g. nurse, physiotherapist, doctor etc.)

Desirable

- Interested in becoming a leader, researcher or advocate for others in social care

Requirements

- You will need to be able to work remotely and attend at least one in-person meetings in Manchester, Newcastle or London (travel will be covered).
- You will need access to a tablet, laptop or computer
- You must have a quiet and private place to work, as all sessions are confidential

About the Project

You will join the steering committee of a 3-year (PhD) research project. A steering committee is a group that gives advice to help guide a project. The steering committee will include social care professionals, residents and representatives from social care and hospital discharge policy and research. The goal of the research is to make discharge summaries clearer, so hospitals and care homes can work better together and provide better continual care.

The research has four parts:

1. Understanding the health literacy skills of the social care workforce
2. Explore different view on discharge summaries through focus groups
3. Creating guidance for writing hospital discharge summaries
4. Exploring how AI (artificial intelligence) can help write discharge summaries

The project is hosted by the Vivaldi Network at University College London, funded by the National Institute of Health and Care Research and led by doctoral candidate Dr Calisha Allen.

Your role:

We are looking for care professionals with a range of experiences. You will need to be able to commit to join the project for the full 3 years. The role includes:

- Attending about 8 steering committee meetings over three years (2-3 hours)
- Joining 1 hour prep meetings before each steering committee
- Support presenting at a 1-day Knowledge Share Event (face-to-face)
- Giving some extra help to answer questions between meetings
- Sharing your experiences of the project and coaching at the end of the project
- Being fully engaged in the personal development opportunities provided

Benefits

- You'll be paid £25–£75 for each meeting depending on the meeting length, through vouchers or cash transfer.
- You will receive expert coaching, this will include 6 one-to-one coaching sessions and three action learning sets. This is designed to support your development as a member of the steering committee and future career ambitions within social care. Coaching will be individualised but can include public speaking skills, writing skills and advocacy skills.
- Microsoft package and Small reasonable technical accessories e.g. webcam (if needed)
- Travel costs covered, plus a small food allowance when needed