

Kent County Council

Job Description: *Gypsy Roma and Traveller Project Co-Ordinator*

Directorate:	Chief Executive's Depart
Unit/Section:	Public Health
Grade:	KR9
Responsible to:	Public Health Specialist

Purpose of the Job:

It is recognised nationally that Gypsy, Roma and Traveller people have significantly poorer health outcomes than the general population of England and these inequalities in health are a result of interactions between adverse environments (living, working and social), lifestyle behaviours and poor access to health, social care and wider support services. Kent has a higher percentage of Gypsy and Traveller people than the England average and many Roma communities. In response to these issues Public Health in Kent County Council carried out a Gypsy, Roma and Travellers Health Needs Assessment (HNA) in 2023.

[Ethnicity - Kent Public Health Observatory \(kpho.org.uk\)](http://kpho.org.uk)

To develop trusted and sustained relationships with the Gypsy Roma and Traveller community members, collaborating closely with key stakeholders and utilising already established links into the community to improve health and wellbeing.

To support the design and implementation of a programme of work to understand the location and health needs of Gypsy, Roma and Traveller people across Kent and with the communities, co-design and deliver a programme of work to improve their health and wellbeing.

To raise awareness of wider health and social care services by seeking out opportunities to promote and tailor services and community engagement to make them more accessible to Gypsy, Roma, and Traveller communities.

To work with colleagues to introduce the research agenda to Gypsy, Roma, and Travellers, and act as a source of advice and guidance regarding research related activities.

Main duties and responsibilities:

The role has key objectives:

- To engage with people from Gypsy, Roma and Traveller communities living in all different circumstances including registered and unregistered sites and permanent accommodation across Kent. The purpose of this engagement is to build trusted, sustained and effective relationships with the GRT community to understand their health needs and support them to shape a system-wide programme of work to address the health inequalities they experience.
- To support improvements to health and wellbeing of Gypsy Roma and Traveller communities in line with the recommendations of the HNA and direction of strategic and operational groups.
- To support work to increase participation of Gypsy, Roma and Travellers in research studies including qualitative interviews to provide a deeper understanding of the issues faced in relation to health and social care services, barriers to access and gaps in services and co-design recommendations for service improvements.

Task will include:*Engagement*

- Work to build trusted, sustained, and effective relationships with the GRT community across Kent, in all types of settings.
- Support to promote GRT community awareness of health and wellbeing and participation in relevant programmes in their community and advocating for their own needs to be met.
- Co-ordinate, organise and facilitate the recruitment, training and development for Research Connectors/ health champions in partnership with KCC research team and other stakeholders.
- Ensure that information is available, accessible, and responsive to the needs of GRT communities.

Research

- The postholder will help design and deliver participatory research to share the findings of the health needs assessment with Gypsy Roma and Travellers, uncover community members' perceptions on their collective needs, their attitudes towards these needs and mechanisms to address them.
- Work with KCC Research team to increase participation in research and develop research proposals that improve understanding of the needs of GRT communities.
- Facilitate the production of appropriate communication tools/materials which will be used to engage the GRT community to ensure the HNA findings are understood by them, resonate with them, and are prioritised by the community themselves.
- Collaborate with the CRN KSS patient and public engagement team and develop greater involvement and engagement where appropriate.

Collaboration with other stakeholders

- Participate in GRT Community of Practice Group meetings and take action to share good practice. Support to tease out areas for collaboration to improve health and wellbeing of the GRT community.
- Raise awareness about health services to the Gypsy Roma Traveller communities and increase engagement from this community in health services as well as influence the cultural sensitivity and awareness of health services and professionals.
- Support work with the relevant Public Health Specialists to improve understanding of the needs of the GRT community and ensure that this inclusion group is considered as a key objective of their respective workplans.
- Assist partners to deliver health improvement and health service programmes e.g. health checks, cancer screening to reach the GRT community and overcome barriers to access and impact.
- Increase awareness for professionals and service providers working in Kent to further appreciate the health inequalities affecting the GRT community and advocate for evidence-based action.
- Collaborate with partners to liaise, network, and influence a broad range of internal and external stakeholders. Establishment of systems and collaborating with stakeholders to disseminate involvement opportunities and forge links with researchers needing input from the GRT community.
- Function as a point of contact and mentor for staff who wish to develop their ideas.

Project management

- Support development of new business ideas, response to bid/proposal development and documentation.
- Design, manage and take responsibility for the ongoing projects and report progress. Troubleshoot any issues that may arise. Ensure quality and compliance with the national standards.
- Review capacity, capability and governance requirements for all projects and address any logistic problems.

- Monitor wider implications of the work across functions. Identify potential opportunity and/or issues and look to resolve them swiftly, courteously, promptly, and efficiently. Proactively demonstrate problem solving skills for complex problems.
- Develop new skills and techniques as required to deliver objectives of the role. Be flexible in approach to work as the role requires flexibility.

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Kent County Council

Person Specification: *Gypsy Roma and Traveller Project Co-Ordinator*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	<ul style="list-style-type: none">• Degree/Diploma in public health/social science/ health science related subject or equivalent
EXPERIENCE	<ul style="list-style-type: none">• Experience working with Gypsy, Roma and Travellers and other inclusion groups and undertaking public health engagement, including methodologies to apply• Experience working with under-served communities• Experience working in health improvement utilising research and coproduction approaches and other methodologies• Project management experience – leading a project from conception to end and involving multiple agencies and individuals in a range of tasks to a tight budget• Event management experience as this will be an important part of the role• Budgetary responsibility experience
SKILLS AND ABILITIES	<ul style="list-style-type: none">• Awareness and understanding of research and its importance• An effective facilitator• Attention to detail• Ability to work autonomously• A high degree of organisation, innovation and flexibility to manage competing priorities effectively• Ability to problem solve• Ability to work to tight deadlines and under pressure• Excellent time management skills, ability to prioritise and work proactively• Ability to establish a role and develop collaborative working relationships with different teams• Excellent interpersonal, communication, documentation, presentation and report writing skills• Ability to negotiate with staff at all levels• Ability to work with sensitivity and tact with sensitive or contentious information• Excellent IT skills
KNOWLEDGE	<ul style="list-style-type: none">• Good understanding of the GRT community, including historical context• Understanding of health and social care services and support available in Kent

KENT VALUES AND CULTURAL ATTRIBUTES	<p>Kent Values:</p> <ul style="list-style-type: none"> • We are brave. We do the right thing; we accept and offer challenge. • We are curious to innovate and improve. • We are compassionate, understanding, and respectful to all. • We are strong together by sharing knowledge. • We are all responsible for the difference we make. <p>Our values enable us to build a culture that is:</p> <p>Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile.</p> <p>Curious - constantly learning and evolving.</p> <p>Compassionate and Inclusive - compassionate, understanding, and respectful to all.</p> <p>Working Together - building and delivering for the best interests of Kent.</p> <p>Empowering - Our people take accountability for their decisions and actions.</p> <p>Externally Focused - Residents, families, and communities at the heart of decision making.</p>
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