



Digital Support Officer

We are delighted to be recruiting a part-time permanent digital support officer to work across Healthwatch Bristol, North Somerset and South Gloucestershire. Healthwatch is an independent organisation which amplifies the public and service-user voice to improve and shape health and social care services. We are a small, friendly, and fast-moving charity who have held the contract since 2013 in North Somerset and have been contracted across Bristol, North Somerset, and South Gloucestershire (BNSSG) since 2019.

You will be part of a team whose work is to listen to and represent the voices of people from all walks of life, including minority groups, to help shape services to meet the needs of our diverse populations. Our team across the three Healthwatch areas work on strategic planning, engagement, research, communications, and volunteer coordination. We are a key statutory conduit between the public who use health and social care services, and commissioners and providers of those services. We also provide scrutiny and monitoring of service provision, and liaise with councils, regulators, and policy leaders. Our charity has an active Board of Directors and benefits from national support from Healthwatch England with training and branding.

As the Digital Support Officer, you will be a team player, a problem-solver and supportive to the staff team, volunteers, and Board. The work will be home based and offer an opportunity to really make a difference for local people. Your role will support the organisation to carry out communication across the BNSSG, with particular focus on audiences in Bristol.

How to Apply

Please send your completed application form and equality monitoring form to Vicky@healthwatchbnssg.co.uk

Deadline for applications: 5pm on Friday 16th July 2021

We plan to interview successful candidates face-to-face in North Somerset in mid-July 2021. Applicants will be interviewed by a small panel made up of the Area Manager and Directors.

Downloads

Digital Support Officer - Job Description and Person Specification

Monitoring Form

Application Form (no CVs please)