

July 2022

Dear Applicant

Application pack for the position of Workforce Development Deputy Lead for our Adversity, Trauma and Resilience (ATR) Project.

Thank you for your interest in the above post at Better Start Bradford.

This application pack consists of:

- Job description, person specification and candidate privacy notice
- Application form
- Equal opportunities monitoring form

Please complete the application form and equal opportunities monitoring form and return it to us no later than Monday 8 August at 12 noon. **Please note, we do not accept CVs.**

You can return your application to us via email to jobs@betterstartbradford.org.uk. To ensure that all candidates are treated fairly, as part of the shortlisting process we remove the first two pages of the application form – please do not add personal identifiers on any of the other pages.

You can find out more about Better Start Bradford at www.betterstartbradford.org.uk.

If you would like an informal discussion about this post, please contact the admin team on 01274 723146 or jobs@betterstartbradford.org.uk to arrange.

We look forward to hearing from you.

Yours faithfully

Alex Spragg

Programme Director, Better Start Bradford

ATR Workforce Development Deputy Project Lead

Job Description

Office base:	Mayfield Centre, Broadway Avenue, Bradford, BD5 9NP (Hybrid working options are available)
Hours of work:	Full-time 37 hours per week
Starting salary:	£28,000 per annum
Holiday entitlement:	25 days per year plus bank holidays and one floating day at Christmas/new year (pro rata)
Benefits:	Bradford Trident offers a workplace pension scheme, employer-subsidised health care cover and good opportunities for CPD
Special conditions:	Basic Disclosure and Barring Service (DBS) Check required The project is funded until 31 March 2025

Background

The Trident Wave Resilience (TWR) is an exciting new partnership, established by Bradford Trident, Better Start Bradford and WAVE Trust to develop and deliver the Bradford District Adversity, Trauma and Resilience (ATR) Workforce Training and Learning Programme which aims to deliver a district-wide, whole system, trauma-informed approach to Adversity, Trauma and Resilience.

Bradford Trident is the accountable body for Better Start Bradford, a 10-year National Lottery Community Fund programme working with families during pregnancy and the first 3 years of their children's lives to improve their outcomes. Find out more at www.betterstartbradford.org.uk. WAVE Trust has 25 years' experience of researching, training and consulting in the field of attachment, resilience and trauma. Find out more at www.wavetrust.org.

Better Start Bradford and WAVE Trust have collaborated to bring ATR expertise to the Bradford workforce and are excited to build on this experience to build and deliver a comprehensive training and learning offer with Public Health and other partners. We will be offering training to workforce groups and individuals in trauma-informed services and will recruit and train practitioners to cascade the training.

Job role

The post will be employed by Bradford Trident and based with the Better Start Bradford programme team.

This role will work with the Project Lead for the Bradford District ATR Workforce Training and Learning Programme to develop and co-ordinate delivery of the TWR project. They will work with WAVE Trust colleagues to develop the training offer in response to identified need and have day-

to-day responsibility for organising its delivery. They will oversee freelance and volunteer trainers in direct delivery of the training

The post holder will develop and maintain relationships with local stakeholders, workforce and community including those with lived experience of adversity and trauma.

Specific responsibilities

- Provide co-ordination and marketing of the training and learning programme, ensuring appropriate support is available to participants
- Work collaboratively with the Project Lead to improve the ATR training offer and deputise for Project Lead as required
- Deliver ATR training to multi-sector audiences and support freelance/volunteer trainers
- Support the work with stakeholders ensuring the TWR project contributes to the [Bradford District ATR Strategy](#) objectives
- Support organisations with implementation of ATR [trauma-informed] practice through signposting, awareness and training
- Support the design and piloting of restorative approaches and peer support programmes
- Support delivery of restorative approaches and peer support to organisations
- Gather and analyse data, produce reports and ensure the project is appropriately monitored
- Support the project evaluation and ensure learning is shared appropriately
- Liaise with WAVE Trust colleagues to achieve, and thereafter maintain, the necessary quality standards of content and delivery throughout the project

Managerial responsibilities

Reports to: Adversity, Trauma and Resilience Workforce Development Lead

Responsible for: Freelance/Volunteer Trainers

Organisational responsibilities

All staff are expected to:

- Demonstrate a commitment to Bradford Trident's vision, values, aims and core objectives and be prepared to contribute positively towards them.
- Promote and develop the positive profile of Better Start Bradford with parents, the community and all other stakeholders.
- Liaise closely with other programme and project staff members to ensure the development of integrated objectives and collaborative working.

Legal and statutory responsibilities

All staff must comply with Bradford Trident Health and Safety and Safeguarding policies and attend relevant training as required.

Bradford Trident and Better Start Bradford are committed to ensuring and promoting equality and diversity and developing an organisational culture that values people and the diverse contribution that each individual can make. All Equality and Human Rights Legislation will be adhered to.

All members of staff are bound by the requirements of the Data Protection Act 2018 and the General Data Protection Regulation 2018. Any breaches of the act or the confidential nature of the work of this post could lead to disciplinary action.

Note: This is a job outline only and seeks to set out the principal purpose and functions of the role; as the job continues to develop, it may be subject to change.

ATR Workforce Development Deputy Project Lead

Person Specification

Attributes	Essential or Desirable	How Identified Application Form / Interview / Test
Experience		
Experience in delivering training in relation to Adversity, Trauma and Resilience (ATR)	E	AF/I
Experience in working with a range of stakeholders including those with lived-experience of ATR	D	AF/I
Experience in overseeing delivery of training by freelance and volunteer trainers	D	AF/I
Experience in co-ordination of training and/or peer support programmes	D	AF/I
Qualifications/training		
Training qualification or extensive experience	E	AF
Engaging delivery of presentations to mixed audiences online and in person	D	AF/I
Training in ATR	E	AF/I
Special knowledge/skills		
Ability to collect and analyse data	E	AF/I
Ability to produce project evaluations and reports	D	AF/I
Ability to design and deliver training in a variety of formats	E	AF/I
Knowledge of monitoring and evaluation of learning programmes	D	AF/I
Personal circumstances		
Ability to be flexible in your working hours	E	AF/I
Disposition, adjustment and attitude		
Ability to prioritise own workload and manage time effectively	E	AF/I
Ability to multi-task and work well under pressure	E	AF/I

Candidate Privacy Notice

This role will be employed by Bradford Trident and funded through The National Lottery Community Fund.

As part of our recruitment process we collect, process and store information about you. We do this for the purpose of being able to communicate with you throughout this process as needed. By applying for this post, you give consent for us to process your information as is described here in the notice.

As part of the recruitment process, we will be collecting equality monitoring. This is anonymised. We report on this information to our board to ensure our recruitment practices are fair.

If your application is unsuccessful, we will securely destroy any identifiable personal information.

If your application is successful, we will keep your information so we can invite you to the next stage of the process. We will never share or sell your data to any third party organisations.

If you would like to read the longer and more detailed version of this privacy notice, please email jobs@betterstartbradford.org.uk.