**Role description for a Public Adviser opportunity**

**Deputy Co-lead of ARC NWC Care and Health informatics theme**

***\*We are offering an exciting opportunity for an experienced public adviser with an interest in health data and strong community linkage to join ARC NWC and help lead coproduction and public involvement in the ‘Care and Health Informatics’ (CHI) theme***

**Background**

The Applied Research Collaboration North West Coast (ARC NWC) consists of health and social care providers, NHS commissioners, local authorities, universities, public advisers, the Innovation Agency (Academic Health Science Network), working together to learn more about health inequalities, and overcome the barriers around translating these discoveries in health research into practice which improves lives.

The partnership has four research themes reflecting local needs. These are: **‘Person-Centred Complex Care’ (PCCC), ‘Improving Population Health’ (IPH), ‘Equitable Place-based Health and Care’ (EPBHC) and ‘Health and Care across the Life-course’ (HaCAL)**

ARC NWC’s also has cross-cutting themes that provides expertise and guidance to support research theme activity: ‘**Care and Health Informatics’ (CHI) and ‘Methodological Innovation Development Adaptation and Support’ (MIDAS)** and **Implementation and Capacity Building Team (IMPaCT)**

*ARC NWC’s aims are to*:

* Engage and involve organisations which have a role in, or connection to, health and care service delivery, across social, primary, secondary care, public health and third sectors.
* Embed public involvement and health inequalities in all our work, from idea generation to implementing findings.
* Further develop partners’ and local communities’ research and implementation capacities and skills.
* Develop a portfolio of high-quality applied research which responds to health inequalities
* Support and evaluate implementation of research findings that address health priorities, to increase the sustainability and resilience of health and social care systems, locally and nationally.
* Shorten delays between research needs being identified, studied, and findings implemented.
* Ensure broader economic gains through increased research investment regionally.
* Collaborate with other ARCs and NIHR infrastructure to address national priorities.

**Public and Patient Involvement and Engagement (PPIE)**

Our PPIE Team includes: an academic lead (L Frith); PPIE Administrator (R Ball); Researcher (S Hassan); PPI Manager (S Wallis); Community Research and Engagement Network (COREN) Manager (A Edwards). We have a strong diverse team of over 70 public advisers based across the North West coast who coproduce all ARC research projects from initial ideas to dissemination. As well as being involved in the design and delivery of research ARC NWC public advisers play an important role in governance through the steering board and management team meetings.

<https://arc-nwc.nihr.ac.uk/get-involved/>

**Theme Leads**

Theme leads (ARC NWC staff) are responsible for the development and delivery of coherent programmes of research and implementation that are prioritised by and led with Member Organisations and Public Advisers.

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| **Core** **Themes** | **Theme lead**  |
| Improving Population Health | Ben Barr |
| Person Centred Complex Care | Tony Marson |
|  Equitable Place-Based Health and Care |  Catherine Walshe |
|  Health & Care across the Lifecourse | Mark Gabbay |
| **Cross cutting Themes** | **Theme lead** |
| Care & Health Informatics |  Sarah Rodgers |
| MIDAS  | Andy Clegg |
| Impact | Caroline Watkins |

**Care and Health informatics theme**

The CHI theme (cross cutting) are looking for advisers interested in helping ensure projects working with previously collected data are using that data ethically and in the best interests of both the individual it was collected from and the general public and communities. They need people to help them to think about different aspects of data, who collects what and why and helping translate results, ensuring public priorities are fed into our statistical models. This is a cross cutting theme.

 <https://arc-nwc.nihr.ac.uk/care-and-health-informatics/overview/>

This is also an opportunity to work with them to develop the Civic Data Cooperative for the Cheshire and Mersey region. They would like people to advocate for trusted researchers to access “anonymised” data, for example, those collected as a result of people visiting doctors. They need public advisers’ leadership to help us ensure it is a true cooperative, with people and practitioners getting the same value out of the coop, as they put in.

Some of the projects they are involved with can be seen on their webpage:

 <https://arc-nwc.nihr.ac.uk/care-and-health-informatics/overview/projects/>

This role will be to head up and represent P&CIEP (Public and Community Involvement, Engagement and Participation) within the theme. It is a Leadership role and one which will provide, a more formal and effective channel for the ‘lived experience’ of the public and its communities, to be heard and acted upon

These advisers will join our team of 12 PAs already recruited to our other themes and will receive induction and training.

Theme Leads are responsible for ensuring that projects within their programme:

* Deliver objectives to time and budget; embed co-production, health inequalities and Public Community Involvement and Engagement (PCI&E)
* Are responsive to the needs and priorities of our members and to the diversity of local communities, and;
* Have effective dissemination plans, including publications, events, media coverage and wider ARC communications to the public, members organisations and other relevant stakeholders.

**Theme Management Groups:**

Each ARC NWC theme should have a management group led by the Theme Lead, supported by a Professional staff co-lead (members) and two Public Adviser co-leads, and administered by a Theme Manager (with admin support).

Theme Management Groups should:

* Meet at least quarterly and be open to all Members and Public Advisers;
* Be responsible for planning to meet the strategic aims of the theme;
* Collate data on progress, successes, outcomes and impacts in their areas;
* Monitor co-production, Public and Community Involvement (PCI&E).

**Public Adviser Co-leads**

Each ARC NWC Theme Management Group is recruiting two co-lead public advisers (one main lead and a deputy). Their role will be to support the Theme Lead in ensuring our work programme responds to regional community and provider priorities within a national context and that PCI&E and coproduction is embedded across the projects and work of the theme. This is a leadership role that will act as a link between themes and the ARC PPI team and the wider NWC communities.

**Core role and duties**

Public Adviser (PA) co-leads should have experience of, and interest in, the work of the relevant Themes. PA co-leads will work with the Theme Lead and professional co-lead, Theme researchers and Theme manager to lead on the integration of PA involvement throughout the theme’s activities. They will ensure coproduction happens at the earliest stages of research development and supporting the ‘hub and spoke’ approach to link PAs working on theme projects to relevant NWC communities.

The anticipated contribution for public advisors is outlined below and meetings are likely to be conducted remotely on Microsoft Teams/Zoom during the pandemic. Once meetings are face to face we will be able to use remote technologies to enable PAs to contribute if they prefer not to attend in person and so as not to disenfranchise people travelling longer distances.

We envisage each Co-lead PA will:

* Give expert by experience guidance to the theme and its researchers on PPCIE within its projects
* Contribute to planning and development discussions within the theme to ensure the public voice is central to research coproduction
* Support the theme lead in delivery and planning of Theme management meetings, including co-hosting quarterly ARCFest, supporting the attendance of other PAs.
* Monitor PPCIE activity within the theme, reporting and feedback to the PPCIE manager, Governance group and PA forum.
* Act as a link between the Theme and the Public Advisor Forum including the Governance sub-group.
* The PA co-leads alongside the other theme leads and managers will monitor if co-production, health inequalities and PPI&E are functioning within the theme and that projects are responsive to the needs and priorities of our partners and the diversity of local communities
* The PA co-leads will oversee and develop PAs working on projects within that theme and their community engagement work and impact

**Qualities/experience needed:**

This role is a leadership role and will require good inter-personal skills, the ability objectively to assess evidence; the ability to communicate effectively; and flexibility and is a substantial role. We are looking for someone who has a genuine interest in the work of the theme. Enthusiasm and a positive outlook are important alongside a hardworking attitude.

**Support and Training**

PA co-leads will have induction training organised by the ARCNWC PPCIE team and specialist leadership training using a coaching approach from the University of Liverpool Academy. They can also expect guidance from both the Theme Lead and the Theme Manager on any issues or questions they may have. Where possible they can also expect theme specific training to help them gain the knowledge and skills they may need. Mentorship by academic theme lead and other researchers in the theme. PA co leads will be supported by the PPI manager.

**Timescale**

Appointment to the deputy role is for 3 years with the expectation that the person would become lead towards the end of year 2 ensuring a smooth transition and a new deputy appointed.

**Payment**

We envisage time commitment will vary depending on activity but average to not more than 8 a month and paid at the usual Involve participation rates within ARC NWC. (£150 per month).

Payment of expenses: we will cover any reasonable expenses you incur through being involved in our research. This will include all expenses associated with standard class travel and subsistence (e.g. meals, snacks and refreshments).

How to apply

Complete the Application Form and send to arcnwc@liverpool.ac.uk

Closing date: 22nd April 2021 5pm