



# Children's Health Scotland

Promoting the healthcare rights and needs of children and young people

11 February 2019

Dear Applicant

## NATIONAL CO-ORDINATOR VACANCY

Thank for very much for your interest in the above post. The application pack contains:

- job remit
- application form
- equal opportunities monitoring form

Please complete the application form and email along with the equalities monitoring form to [enquiries@childrenshealthscotland.org](mailto:enquiries@childrenshealthscotland.org) by the **closing deadline 9 am Monday 4 March**.

**Please note that only the application form will be considered. CVs must not be included.**

Due to the high response to our job vacancies, we are unable to respond to all applications. Interviews will be held on **Thursday 14 March 2019** in Edinburgh. If you have not heard from us by 11 March please assume that you have been unsuccessful on this occasion.

## BACKGROUND

Children's Health Scotland, formerly known as Action for Sick Children Scotland, works for improvements in the standards of healthcare provision for children and young people. Our work includes:

- working with Scottish Government, NHS and the voluntary sector to ensure that health services provide for the needs for children and young people in appropriate environments
- informing children and young people and their carers of their rights and responsibilities, where to access advice and support and what they should expect from health service providers
- raising awareness and representing children and young people's needs and concerns within government, healthcare committees and other non-governmental organisations.
- working directly with children, young people and parents/carers through our projects. Currently these are the Lothian Self Management Project and the Children and Young People in and Leaving Care Health Project. Our Area Officers in Tayside and in Glasgow work to support children and their families and to ensure their needs are reflected in service delivery.

The National Co-ordinator has a key role in managing the charity on behalf of its Executive Committee members, working closely with these Trustees and the staff team to take forward the aims and objectives of the organisation. As such it is a permanent post subject to funding.

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w [www.childrenshealthscotland.org](http://www.childrenshealthscotland.org)

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The organisation currently has a staff team of seven. Five work from the Edinburgh office, one is based in Glasgow and one in Dundee. The National Co-ordinator post is based in the Edinburgh office. The post-holder has line management responsibility for five staff.

The Charity receives core funding from the Scottish Government Children, Young People and Families Early Intervention Fund. Project costs are met through funding from a variety of trusts and foundations.

The job remit describes the scope of the post and its key responsibilities.

Our website [www.childrenshealthscotland.org](http://www.childrenshealthscotland.org) provides more information about our work.

Thank you for your interest in the post and I look forward to receiving your application. If you wish to discuss call me on 0131 553 6553.

Yours sincerely

A handwritten signature in black ink, appearing to read 'EMA', with a horizontal line underneath the letters.

Elizabeth May  
National Co-ordinator