

Sands  
Application Information

**Bereavement Support Services Co-  
ordinator – Scotland.**

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May 2021

## About Sands

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Every day in the UK, 14 babies are stillborn or die shortly after birth.

Sands is the leading stillbirth and neonatal death charity and exists to reduce the number of babies dying and to support anyone affected by the death of a baby, before, during or shortly after birth.



Sands provides bereavement support services both nationally through its Freephone helpline, mobile app, online community and resources, as well as locally through a network of around 100 regional support groups based across the UK and run by trained befrienders.



Sands works in partnership with professionals, trusts and health boards and offers a range of training programmes and bereavement care resources to ensure that every bereaved parent and family receives the best possible care wherever they are in the UK.



Sands promotes improvements in practice and supports research to better understand the causes of baby deaths and save babies' lives.

Sands raises awareness of baby loss and works with governments, key influencers and other stakeholders to make reducing the number of babies dying a priority nationally and locally.

Over the past 43 years, Sands has grown into a national charity with a powerful vision shared by dedicated volunteers, fundraisers, members, donors, healthcare professionals, partners, staff and bereaved parents and families.

Sands has grown its income by over 40% since 2012 and, as part of our strategic plan, is focusing on how we can make the biggest difference to the lives of bereaved families and save babies' lives. To find out more, visit [www.sands.org.uk](http://www.sands.org.uk)

*our vision at Sands is for a world where fewer babies die and anyone affected by the death of a baby receives the best care and support for as long as they need, wherever they live in the UK.*

**Join us and help create a world where fewer babies die.**

## Sands Staff Benefits

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### **Annual Leave**

Staff receive 28 days annual leave per annum pro rata, plus bank holidays. Staff will be required to take 3 days annual leave during the period between Christmas & New Year.

### **Employee Assistance Service**

As part of its commitment to employee wellbeing, Sands offers independent, free and confidential counselling and information telephone service. Support is available on a range of issues including legal, financial, emotional, health issues and work related concerns.

### **Sand Cycle to Work Scheme**

Sands has teamed up with Cycle Solutions to provide a Cycle to Work Scheme, which you can join to make considerable savings on the cost of a new bike and equipment.

### **Sands Pension Scheme**

Subject to eligibility, you will be automatically enrolled into the Aegon Personal Pension scheme as soon as your employment commences. You can decide whether to remain in the scheme and/or make additional voluntary contributions if you wish.

### **Sands is a vibrant, growing charity!**

With a clear strategy, Sands is repositioning as a learning, developing organisation which aims to achieve excellence through people and offers a collegiate, collaborative working environment – making it an especially exciting time to join the charity!

## About the role

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Sands is the leading stillbirth and neonatal death charity and exists to reduce the number of babies dying and to support anyone affected by the death of a baby, before, during or shortly after birth.

We are looking to recruit an experienced bereavement professional to coordinate Sands' support services in Scotland, supporting bereaved parents and the health care professionals caring for them. This is a key role which will help us to promote Sands' vision; a world where fewer babies die and when a baby dies those affected receive the best care and support for as long as they need.

There are 174 babies stillborn annually in Scotland, which is 4 stillbirths every week; this is better than the UK average but there is variation across the country. 110 babies also die neonatally in Scotland every year, which means 6 babies die in Scotland every week.

In this vital role you will be responsible for ensuring the quality and distribution of Sands' bereavement support services and resources across Scotland working with our groups across the country and developing new channels of support.

Sands Scotland Volunteer Befrienders provide vital peer support to bereaved families across the country and your role will be to ensure that:

- Sands reaches as many and as diverse a range of bereaved families as possible
- Befrienders receive the training, support and resources needed to provide these services
- An ongoing recruitment programme to ensure that services are sustainable and effective
- New support groups are developed in areas where needed

You will link with other bereavement support services across Scotland, including but not solely those associated with stillbirth and neo-natal death and ensure collaborative working wherever possible.

Excellent verbal and written communication skills are essential, as you will need to engage with a wide range of internal and external stakeholders.

You will need to demonstrate a high level of commitment to safeguarding, strength-based practice and equality as well as awareness of grief theory and recovery models.

## To apply:

Please submit your CV, together with a supporting statement that demonstrates how you meet the criteria in the person specification to [recruitment@sands.org.uk](mailto:recruitment@sands.org.uk). Please also complete the Diversity and Equality Monitoring Form and send this with your application.

**Closing date for applications : 15<sup>th</sup> June 2021**

**Interview Date : w/c 5<sup>th</sup> July 2021**

As we have limited staff resources, we are unable to provide candidates with feedback about their applications. **Interviews will be held online via Zoom.**

# Job Description

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<b>Job Title:</b>	<b>Bereavement Support Services Coordinator - Scotland</b>
<b>Responsible to:</b>	Director of Bereavement Support and Volunteering
<b>Location:</b>	Working from home
<b>Contract:</b>	Permanent, full-time
<b>Salary:</b>	£30,000 per annum plus £312 per annum Home Worker Allowance
<b>Hours:</b>	35 Hours per week: Monday to Friday

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## **Main Purpose of Job:**

Responsible for the quality, development and delivery of Sands bereavement support services in Scotland.

Work within Sands' Bereavement Support Services Team to ensure Sands Scotland Befrienders are recruited, trained and supported in their roles, delivering support through a variety of channels.

Work with Sands Scotland befrienders and support groups to encourage and develop support offerings appropriate to the resources and demands of an area.

Work with the National Bereavement Care Pathway (NBCP) Lead and Hospital Liaison Volunteers in Scotland to ensure integrated support for families leaving hospital.

To be responsible for the continuing development of Sands bereavement support services working collaboratively and imaginatively to address country-specific challenges and opportunities.

Engage on Sands behalf with other organisations providing support in Scotland, to encourage best practice and improved support for parents and others.

## **Helplines Toolkit:**

Helplines Partnership have shared a free Toolkit to improve homeworkers' set-up and help us all to think of how to work in a secure space that promotes the safety of our callers and our own wellbeing. Please take a look at the Toolkit using the link below:

[https://helplines.org/wp-content/uploads/2020/05/FINAL-HLP-Toolkit\\_Homeworking-Web-PDF.pdf](https://helplines.org/wp-content/uploads/2020/05/FINAL-HLP-Toolkit_Homeworking-Web-PDF.pdf)

## Principal tasks and responsibilities

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### **Responsibilities include but are not limited to:**

- Growing and sustaining a network of motivated and dynamic Sands peer support volunteers before, during or shortly after birth
- Working with Sands Scotland Support Groups and befrienders to enhance and grow their face to face and digital bereavement support, to ensure we reach as many bereaved parents experiencing stillbirth and neo-natal death, as possible
- Identifying and developing opportunities to enhance the bereavement support offer in Scotland
- Supporting volunteers to be the parent voice in relevant Bereavement Networks and meetings
- Ensure that Sands digital bereavement support in Scotland is of a high quality, reflects Sands' values and provides timely support to a diverse range of bereaved parents
- Work with the BSS team and Sands' Training Team, to ensure Sands' training offer to Befrienders is up to date and evidence-based
- Input into development of resources for specific groups e.g. sibling support, higher risk groups
- Support and enhance the Safeguarding function with the BSS Team
- Build relationships with other baby loss support organisations across Scotland, to ensure parents have choice and that Sands works collaboratively alongside these providers where appropriate
- Undertake direct client contact as part of the telephone and email helpline service, undertaking around 3/4 shifts per month.
- Input into the development of Sands bereavement support and memory-making resources, with a focus on embracing digital and online support, as an integral part of the BSS team.
- Liaise with other organisations across Scotland ensuring Sands creates an offer that complements the picture of support for bereaved families

***This job description is not contractual and is liable to change over time***

# Person Specification

Essential Criteria	Assessment
An experienced professional in the area of volunteer management and/or bereavement services (with both being desirable)	Application
A commitment to safeguarding, strength-based practice and equality are essential.	Application & Interview
Excellent verbal and written communication skills are essential, combined with a passion for finding solutions to transform opportunities for bereaved parents.	Application & Interview
Knowledge and awareness of existing and emerging grief recovery models	Application & Interview
The ability to communicate clearly and sensitively with a diverse range of stakeholders	Application & Interview
Dynamism and flexibility	Application & Interview
The means to work confidentially from home (online) with volunteers, bereaved parents and the staff team	Application & Interview
The ability to travel (once possible) for team meetings and other Sands' events	Application & Interview
Desirable Criteria	Assessment
An understanding of the specific bereavement issues around stillbirth and neo-natal death	Application & Interview
Experience of planning and delivering volunteer engagement events	Application & Interview
Experience of planning and delivering training	Application & Interview
Familiarity with using software for online meetings/ training	Application & Interview
Knowledge and awareness of existing grief support organisations across Scotland	Application & Interview