Ealing Community Partners (ECP)

Expert-by-Experience (EbE) Role Description

**Project: Transformation Steering Group**

**Principles:**

Ealing Community Partners (ECP) is committed to working in a way that is open to and influenced by the views and experience of Experts by Experience. ECP is committed to coproduction because we are building a culture of openness, honesty and clear communication in everything we do. To achieve this, we believe in sharing power and decision making with our staff, with the people who use our services and those who care for them.

Ealing Community Partners is a group of NHS, Ealing Council and voluntary organisations working together to deliver community health and care services for people in Ealing. Our many different services are managed and delivered in a way that’s joined up and completely centrered on the whole person, not just one condition or disease. We want to help empower you, your family and your community to take charge of your own health, whenever possible.

If you would like to find out more about ECP, please visit: [Ealing Community Partners :: West London NHS Trust](https://www.westlondon.nhs.uk/our-services/adult/ealing-community-partners)

*An Expert by Experience is someone who has or currently uses physical health services either as a patient or carer and as a result of this offers a valuable and unique perspective on service development and improvement.*

**Brief description of project:**

This is an opportunity for someone with experience of a physical health condition, of which treatment is delivered by Ealing Community Partners (ECP), to work together with us to help develop and improve our services.

The ECP Transformation Steering Group wants to recruit a service user and carer expert by experience (EBE) to be a full member of the group.

**Responsibilities and remit of EBE role:**

The EBE will be a key member of the ECP Transformation Steering Group. The role is to work together with health professionals with the mutual aim of improving service user engagement and involvement.

The EBE would ensure that the views of service users and carers are sought, heard and included within the work of the steering group by representing the views of service users and carers and also providing advice on how service users might be involved further through co-production.

**Skills and experience required for role:**

We would benefit from someone with a willingness to be a representative for service users who have experience in using services for people with physical health conditions, of which care and treatment is provided by Ealing Community Partners.

And also

* Provide a positive challenge in relation to service user involvement and how services are delivered
* Be part of forums where listening with respect and openness and learning from each other’s experiences is valued and reflected in ways forward.

**Duration and frequency of EBE involvement in the project:**

The transformation steering group meets monthly for 2 hours, usually Tuesday mornings, in a virtual setting due to COVID-19. This may change to in the future to in-person settings should guidelines change. We invite a commitment for EBE members to attend for 6 months.

There may at times be the need for EBE involvement to be provided outside of the Transformation Steering Group meetings. The exact demand and task will be clearly outlined to all EBEs and consent will be sought prior to allocating any work.

**Support and payment arrangements:**

Support for the meeting will be provided by arrangement with the Chair or their delegate (usually the Transformation Project Manager). The Chair is currently Jo Manley (Deputy Director of Local Services). We can ensure that you will be met, briefed and well looked after during the meetings. Training will be provided to all prospective EBEs prior to taking on the role.

The EBE is invited to take part in monthly EBE supervision meetings hosted by the Chair of the ECP Transformation Steering Group and ECP Transformation Project Manager.

Payment will be arranged as per standing ECP arrangements for such attendance, any work outside of meetings and travel costs will be reimbursed. The current WLT rate is £10 per hour for involvement work.

**Appendices**

**Appendix 1- EBE Involvement Form**

|  |  |
| --- | --- |
| Name |  |
| Contact Details (telephone number and email) |  |
| Town |  |
| Please tell us the skills and experience that you have that make you interested in the role |  |
| Please let us know of any accessibility needs you may have so we can support you to contribute in the most meaningful way *(For example, translation, transport, IT, hard copies)* |  |

By filling in and returning this form you are consenting to the information on it being shared with the person who has made this request for EBE participation.

For more information or to return your completed application form, please contact Ritika Kochhar (ECP Transformation Project Manager) at [Ritika.kochhar@nhs.net](mailto:Ritika.kochhar@nhs.net).