

Skills for Health

– Voluntary and Community Sector (VCS) Ambassador Action Plan (Covering period Q3 & Q4 2005-06)

Objectives	Outcomes	Milestones	Progress (as at Dec 2005)	Timescale
Supporting lead SSCs in the development and delivery of SSDA funded projects	Active participation in cross sector VCS steering group and working parties	Attendance at VCS project steering group meetings	<ul style="list-style-type: none"> Ongoing attendance at steering group meetings. (Initially by Cross Sector Programme Manager, now by Cross Sector Development Manager / VCS Ambassador) 	Q1, Q2, Q3, Q4
		Attendance at VCS Ambassador meetings	<ul style="list-style-type: none"> Ongoing attendance and participation in telephone 'conferences' between Ambassadors – 1st held in Dec 2005 	Q3, Q4
Developing capacity within Skills for Health to identify and address cross sector issues	Enable capacity building through development of Ambassador's role	Attendance at training and development sessions for VCS Ambassadors	<ul style="list-style-type: none"> Ongoing attendance at meetings, development events, etc. 	Q3, Q4
			<ul style="list-style-type: none"> Identifying ways of tying VCS cross sector activity into other cross sector project activity and other SfH activity including SfH strategy for engaging with voluntary and community sector 	Q3, Q4
Raising awareness of cross sector work programmes and actively promoting support and participation	Increased awareness of VCS related NOS within SfH and the health sector and identification of VCS related skills issues or concerns	Produce information sheet on VCS work strand	<ul style="list-style-type: none"> Draft internal 'briefing' sheet re VCS work strand produced and circulated to SfH staff (Mar / Apr 05) <ul style="list-style-type: none"> VCS Ambassador (CS Dev manager) member of SfH internal / external communication group 	Q1 (2005-06)
			<ul style="list-style-type: none"> 'Briefing' sheet to be circulated and updated every 6 months 	Q4
		Produce articles for inclusion in SfH internal news bulletin	<ul style="list-style-type: none"> Article about VCS project and role of VCS Ambassador published in Nov issue of SfH internal news bulletin 	Q3, Q4
		Develop web site content	<ul style="list-style-type: none"> New Skills for Health website launched Aug 05, containing specific cross sector content. Content to be reviewed and updated monthly. 	Q3, Q4
			<ul style="list-style-type: none"> Link to VCS Project website from cross sector section of SfH website be added 	Q2
			<ul style="list-style-type: none"> Managing Volunteers NOS added to SfH on-line KSF tool / website 	Q3

DRAFT - As at December 2005

Objectives	Outcomes	Milestones	Progress (as at Dec 2005)	Timescale	
		Development of networks and advisory groups within the sector, regions and countries	<ul style="list-style-type: none"> • Mapping meetings held with country teams in post during May and June 2005 	Q1 (2005-06)	
			<ul style="list-style-type: none"> • Meetings held with external stakeholders / partners to raise awareness of cross sector work and build potential working relationships. These have included: <ul style="list-style-type: none"> ○ Sheila Hawkins, Head of Volunteering for health and Social Care at Volunteering England • Steve Hawkins, Head of Community Volunteering, ASDAN 	Q2, Q3, Q4	
			<ul style="list-style-type: none"> • Ongoing support of the work of Volunteering England / National Strategic Partnership for Volunteering in Health and Social Care (DH funded initiative) <ul style="list-style-type: none"> ○ Attendance at quarterly meetings ○ Seeking links re group and Ambassador role – to present re role at future meeting 	Q3, Q4	
			<ul style="list-style-type: none"> • Information / requests for involvement in related activity received from external bodies is disseminated to developing network contacts in VCS arena, and SfH Staff 	Q3, Q4	
		Promote cross sector activities / issues within SfH, to enable further dissemination externally		<ul style="list-style-type: none"> • VCS Ambassador / CS Development Manager to attend Regional/Country directorate meetings (will be part of regional/country directorate from Jan 2006) 	Q4
				<ul style="list-style-type: none"> • Work with SSA team / regions/country team re organisation of Independent and Voluntary Sector SSA event in London <ul style="list-style-type: none"> ○ Held Nov 2005 	Q3

DRAFT - As at December 2005

Objectives	Outcomes	Milestones	Progress (as at Dec 2005)	Timescale
Providing sector specific input to the development of resources and national occupational standards	Recording and reporting back on issues / concerns re NOS to inform future revision and development	Provide input to internal and external consultation and support the development of sector specific material	<ul style="list-style-type: none"> • Provided input to assist with 'Volunteer-Proofing' the Healthcare Commission Standards 	Q1
Scoping the needs of the health sector in relation to cross sector issues	Providing input to the development of a research strategy and LMI function	Gather intelligence on existing research and identify gaps	<ul style="list-style-type: none"> ▪ At meetings with stakeholders, and regional / country staff, use opportunity to identify existing intelligence and identify any gaps which can be fed back to SfH research team, VCS project team, Ambassadors, etc. 	Q3, Q4
		Inform SfH research brief	<ul style="list-style-type: none"> ▪ Ongoing opportunity to input to work on SSA ▪ VCS Ambassador (CS dev manager) attended SSA Visioning Workshop in Bristol (July 2005) and attending SSA regional event in Bristol (Oct 2005) and independent and voluntary sector SSA event in London (Nov 2005) 	Q3, Q4