

GEORGE HOUSE TRUST

HIV POSITIVE LIVING



Recruitment Pack:
Trans Engagement Officer
January 2025

Introduction

George House Trust is a charity with a clear vision for a world where HIV holds no-one back. Originally established in 1985 as Manchester AIDS Line, we've evolved over the years and we now provide a comprehensive range of services and support for people living with and affected by HIV. We now offer more than 30 different services spanning everything from wellbeing, welfare and financial support. A big focus for our work is on social connectivity and innovative projects supporting people across a range of different issues including ageing well with HIV, supporting those with complex lives and promoting inclusion. We currently employ **22** people and we're supported by **136** volunteers. Our organisational purpose is 'inspiring people living with HIV to live healthy and confident lives' and we're looking for someone to join our movement and share our purpose to make a positive change for people living with HIV.

The role of **Trans Engagement Officer** at George House Trust is an exciting new role, initially on a 6-month fixed term contract, dedicated to strengthening the bonds and trust within the trans, non-binary, and gender-diverse communities. This role is crucial in enhancing the visibility and participation of these individuals in our programs.

The **Trans Engagement Officer** will be instrumental in boosting engagement, ensuring our services are accessible and trusted, and elevating awareness around HIV-related issues. Additionally, they will be at the forefront of our efforts to challenge and reduce stigma, creating a more inclusive and supportive environment for all.

This recruitment pack provides a summary of who we are, what we do and the details of the **Trans Engagement Officer** role, the role description, personal specification and details of how to apply.

A message from our Chief Executive...

George House Trust is committed to ensuring that everyone living with HIV has the information and support to live well. This Manchester Pride funded project gives us the opportunity to build on our engagement with trans people and communities and ensure that what we offer is inclusive and accessible. It also provides us with more capacity to review our own information and resources.

I'm really pleased that you're interested in this role and best of luck with your application.

 Darren.

Who we support

George House Trust supports people living with and affected by HIV. Our work includes supporting partners, families, friends, colleagues and employees. Young, old, newly diagnosed or living with HIV since the early 1980s, our team are focused on person-centred and individual outcomes.

What we do

Our organisational purpose is '**inspiring people living with HIV to live healthy and confident lives**'. At George House Trust, we provide more than **30** different services spanning everything from wellbeing, welfare and financial support. A big focus of our work is on supporting people with a range of different issues relating to HIV including ageing well, addressing issues relating to housing, supporting people with complex lives, tackling vulnerability, inequality and promoting inclusion.

Why we do it

George House Trust believes that people should have the support, information, advice and guidance that they need to live well with HIV. Everyday, we see people who face discrimination, some are living in fear and most are managing the consequence of structural, societal and in some cases the self-stigma that is unique to HIV as a health condition. We see our role as the support service to enable people to realise their potential and focus on HIV positive living.

Where we work

Our work is delivered across the North West region of England, with a focus on Greater Manchester and Liverpool.

Our strategy

The strategic priority for George House Trust is to '**Ensure our work meets the changing needs of people living with HIV**'. There are 4 strategic objectives that shape all that we do and they are:

- ⌘ We will increase our reach.
- ⌘ We will provide quality services.
- ⌘ We will involve more people living with HIV.
- ⌘ We will improve the way we do things.

The purpose, vision and values of George House Trust drive the organisation's strategy, focus and service delivery and are as follows:

George House Trust's vision is:

A world where HIV holds no one back.

George House Trust's purpose is:

Inspiring people living with HIV to live healthy and confident lives.

George House Trust has three organisational values which are:

Passionate. Inclusive. Responsive.

The way we work

George House Trust encourages accountability, individuality and flexibility in our team. We want our people to have ideas and turn them into action. We bring the team together regularly to explore ideas and share learning through team meetings, development workshops and externally facilitated workshops too.

Personal development is important to us too. We encourage people to learn and, in addition to providing an individual training budget for all staff, we actively promote people to get involved in external partnerships that develop learning and networks.

The benefits of working at George House Trust

We offer an excellent employee benefits package which includes:

- ➔ an individualised approach to flexible working.
- ➔ an 8% non-contributory pension scheme.
- ➔ a cycle to work scheme.
- ➔ a dedicated training budget for each employee.
- ➔ full remote digital access to enable agile working.
- ➔ 25 days annual leave plus 8 bank holidays plus additional days at Christmas.

Plus, many other benefits.

The team

George House Trust currently has **22** employees with two additional vacant roles, including this one. The team is supported by **136** volunteers. We are led by a board of **9** trustees who bring a blend of skills, experience and passion to the strategic leadership and governance of the charity. As a user-led organisation, George House Trust has a Membership structure with over **160** Members who are people living with HIV, allies and supporters.

How to apply

Please provide an up-to-date CV along with a covering letter, in MS Word format, of no more than 2,000 words explaining:

- why you are applying for the role and
- what skills and experience you would bring to it by addressing how you meet **each point** of the person specification.

Email your application to recruitment@ght.org.uk by 6pm on Monday 3rd February 2025.

If you have any questions about this role or the application process, contact Martin Glackin, Wellbeing Programmes Manager by martin@ght.org.uk or telephone on **0161 274 4499**.

Interviews will be held on Monday 10th February 2025.

If you have not been notified, by Thursday 6th February 2024 that you have progressed to interview stage, please assume that you have been unsuccessful on this occasion.

Please Note: In this document we use ‘trans’ as an umbrella term to describe people whose gender is not the same as, or does not sit comfortably with, the sex they were assigned at birth. Trans people may describe themselves using one or more of a wide variety of terms, including (but not limited to) transgender, transsexual, gender-queer, gender-fluid, non-binary, gender-variant, crossdresser, genderless, agender, nongender, third gender, bi-gender, trans man, trans woman, trans masculine, trans feminine and gender neutral.

Role Description

Job Title:	Trans Engagement Officer
Hours:	10.5 hours per week
Contract:	6-Month Fixed Term
Salary:	NJC Scale Point 13 - £28,163.00 FTE
Location:	George House Trust
Accountable to:	Wellbeing Programmes Manager
Terms:	Standard George House Trust Terms and Conditions

Purpose of the role

The Trans Engagement Officer will play a pivotal role in fostering connections, building trust, and increasing participation of trans, non-binary, and gender-diverse individuals within George House Trust. The primary focus will be on enhancing engagement, increasing confidence in accessing treatment and support, raising awareness about HIV in trans communities, and combating HIV stigma.

Principal responsibilities and tasks

1.	Develop and implement strategies to increase trans people’s engagement with George House Trust and HIV support.
2.	Collaborate with local LGBTQ+ and trans-focussed community organisations and networks to increase awareness around HIV, treatment and the support George House Trust offers.
3.	Provide targeted information to trans people living with HIV, ensuring they feel comfortable accessing HIV services.
4.	Work closely with George House Trust colleagues and our clinical partners to address the barriers trans people experience in accessing HIV treatment and support.
5.	Stigma Reduction – Use communications, training and outreach activities to challenge HIV-related stigma.

Additional responsibilities

1.	Utilise social media, newsletters, and community forums to disseminate information about HIV prevention, testing, treatment and support.
2.	Advocate and support the development of trans inclusive policies and practices within the organisation.

George House Trust’s expectations of the post holder

1.	Work in line with, and support the delivery of, the vision, mission, values and goals and to be a champion for George House Trust at all times.
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2.	Adhere to and work within all the policies and procedures of George House Trust in particular paying attention to the confidentiality and data protection policies, so as to protect our service users from stigma and judgement.
3.	Actively participate, engage with, and respond to, George House Trusts line management and support processes.
4.	Attend and actively contribute to internal and external meetings as required as part of the role.
5.	Attend and actively participate in training as required for the role.
6.	Actively contribute to a positive, supportive and constructive working ethos, relationships and environment within George House Trust, with partner organisations and all other stakeholders.
7.	Be flexible, adaptable and undertake work to support the wider aims of George House Trust as required.

Disclosure and Barring Service (DBS)

An enhanced DBS check is required for this role

Person Specification

This acts as the selection criteria and the more of the criteria that you demonstrate you are able to meet the greater your likelihood of being invited to interview. Please use each point that you are able to meet as a heading in your covering letter and then explain how you meet the specific criteria.

Method of assessment

A =	Application	I =	Interview		
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Experience

1.	Experience in engaging with diverse communities, preferably within the LGBTQ+ or trans specific context. Previous work with trans, non-binary, or gender-diverse individuals is desirable.	A/I
2.	Proven track record of organising events, workshops, or campaigns to promote awareness, education, or social change.	A
3.	Familiarity with healthcare systems, social support services, or HIV-related organisations.	A
4.	Experience in providing support or guidance to individuals seeking assistance.	A/I
5.	Ability to establish and maintain relationships with community organizations and stakeholders.	A
6.	Experience collaborating with other agencies or groups to achieve common goals.	A

Skills

1.	Able to communicate effectively using all mediums and to a high standard with a diverse range of people and audiences at different levels of understanding and ability.	A/I
2.	A compassionate and understanding approach when working with diverse populations. Sensitivity to cultural differences and the unique challenges faced by trans individuals.	A/I
3.	Able to organise and prioritise own workload effectively to meet job and project objectives.	A
4.	Able to work flexibly and in an agile way and respond to changing circumstances, managing own workload and project objectives.	A/I

Knowledge and understanding

1.	An understanding of HIV and an awareness of the social and health issues related to living with HIV.	A/I
2.	An understanding of the issues faced by the different communities affected by HIV and the impact of HIV stigma.	A/I

Personal attributes and approach

1.	A commitment to improving your own knowledge and skills.	A
2.	A commitment to George House Trust's mission, vision and values and embracing them within your work.	I

3.	A commitment to equality, diversity and inclusion and challenging discrimination.	A
4.	A commitment to acquiring the skills, knowledge and understanding, through training and other opportunities.	I

Given the nature of this role we particularly welcome applications from trans people. George House Trust always encourages people living with HIV to apply.

George House Trust will consider any reasonable adjustments requested by applicants with a disability (as defined under the Equality Act 2010) who meet the requirements of the post to be invited to interview, in line with the [Disability Confident](#) scheme.

George House Trust

ght.org.uk

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info@ght.org.uk

Charity Number: 1143138

Company Number: 07575379