



## **Kidney Patient Involvement Network (KPIN)**

### **Vacancy: Patient Involvement Facilitator**

#### **Closing Date: Friday 17 May 2024**

The [Kidney Patient Involvement Network \(KPIN\)](#) successfully bid for a Kidney Care UK grant in 2019. This was to introduce two Patient Involvement Facilitators (one of which is also the KPIN Co-Chair)-

KPIN is a network of kidney (renal) organisations, charities, kidney related professionals and individuals committed to quality patient, carer and public involvement and engagement (PPI/E) and who are willing to work collaboratively on initiatives to improve standards and develop patient leaders of the future.

Members of KPIN give their time and share their knowledge, experience and best practice examples on a voluntary and remunerated basis.

KPIN would now like to recruit a part-time Patient Involvement Facilitator to join the team. The role will be for 7.5 hours a week for up to 6 months with an option to extend for a further 12 months (on agreement from both sides). This is a remunerated role.

'We are particularly keen to receive applications from people who identify with a minority ethnic heritage. This is because KPIN has a key aim to extend involvement of patients from a range of cultural backgrounds in research.

Language skills to support engagement with KPIN are particularly welcome. We do not want English ability to limit involvement in our activities. This includes supporting patients to engage in languages such as Urdu, Punjabi, Gujarati, Bengali, Polish'.

#### **KPIN Aims**

- Increasing the impact of the patient and carer voice through meaningful involvement.
- Developing and embedding quality standards for the involvement of patients and carers.
- Creating a network to share good patient involvement practice, collate and develop resources, offer peer support, and provide training to increase knowledge and number of patient leaders.

## Key tasks

The Patient Involvement Facilitator will assist KPIN team to achieve the above aims. Key tasks include:

- Act as an ambassador for KPIN, helping to raise awareness of our work while upholding our values and those of associated organisations.
- Assist in the development and delivery of patient involvement training and education resources for patients and carers.
- Have a good understanding of social media (Facebook, Titter etc. and willing to learn web applications such as Elementor, Wordpress, Mailchimp etc.
- Be involved in different aspects of service development, quality improvement and research.
- Build on current patient, carer and professional membership and continue to develop our support network.
- Effectively communicate the details of available opportunities.
- Identify, co-ordinate and encourage local and national initiatives to raise awareness of service development, quality improvement and research and patient and carer involvement.
- Help maintain content on the KPIN website [www.kpin.org.uk](http://www.kpin.org.uk)
- Help create, implement, and evaluate policies, programs and services.
- Assist in organising and planning meetings, teleconferences, presentations and regularly review resources, materials and policies.

## Type of person we are looking for;

It is expected that the Patient Involvement Facilitator will:

- Have excellent written and verbal communication skills and an ability to make people feel at ease.
- Have some knowledge of using computers and mobile communications devices such as tablets (or a willingness to learn) and social media.
- Be willing to share aspects of their own experience of living with kidney disease (if applicable) in order to support and encourage others.
- Serve as a knowledgeable point of contact for KPIN members.
- Be an active listener, respecting the confidentiality of patients, family members and employees at all times and in all circumstances.
- Fulfil the agreed time commitment – advising the KPIN co-chair of any times of unavailability.
- Be flexible in carrying out different tasks as required.
- Act in accordance with the training given on induction into the role and the directions from KPIN core team.

## **We will support you by...**

- Delivering a KPIN Induction process to provide guidance on any mandatory training/requirements prior to you starting the role.
- Provide you with adequate information to ensure you have a good understanding of different aspects of patient involvement in relation to KPIN, Service Development, Quality Improvement and Research education activities/opportunities.
- Ensuring you have clear direction on the tasks to be undertaken, with regular communication between all team members.
- Ensuring you know who to speak to if you need to raise any immediate concerns on matters of safety, conduct or patient care.
- Actively Listen to your feedback about your thoughts on the role and the services we provide.

### **KPIN Key Values**

The ultimate objective of KPIN is to support and build confidence in patients and carers to become more involved across service design, quality improvement and research. For this as a team we are signed up to the following values:

- ❖ caring about what we do
- ❖ respecting and valuing each other
- ❖ listening in order to improve
- ❖ always doing what we can to be helpful.