



**Oliver McGowan Mandatory Training  
on Learning Disability and Autism  
Project Manager**

We are looking for a project manager to work with Speakup alongside the Senior Responsible Officers within our Integrated Care System (ICS) to deliver the Oliver McGowan Mandatory Training (OMMT) on Learning Disability and Autism across South Yorkshire.

Over the next 18 months Speakup and other partner organisations will set out to train over 11,000 frontline health and social care staff at Tier 1 and 14,000 frontline health and social care staff at Tier 2.

**What you will need to do:**

Working with the project team you will:

- Work closely with OMMT Programme Manager and Project leads for South Yorkshire ICB to make sure the project is on track and meeting its targets.
- Help to recruit 'trios' of people to deliver Tier 1 and Tier 2 OMMT.

- Train as a facilitator for both Tier 1 and Tier 2 OMMT, so you can deliver the training, provide training backup for other facilitators and manage the contract for Speakup.
- Carry out monitoring and reporting and administrative roles keeping good records of activity and progress against the OMMT plan and Budget.
- Help to co-ordinate OMMT Training at Tier 1 and Tier 2 so that 'trios' know where and when they should be delivering sessions.
- Communicate to a range of people including people with learning disabilities and autistic people.
- Work with a variety of people including in a multi-agency team.
- Be able to travel and train across South Yorkshire and support people with lived experience to plan travel and gain access to support for travel if necessary.
- Work to agreed targets and timescales.
- Have strong Computer skills.
- Collate, update and disseminate training materials as required.
- Work alongside ICB communication leads to raise awareness of the project.
- Attend meetings with ICB delivery/steering groups and with ECHO. ECHO is an online training platform.
- Actively participate in supervision and appraisal sessions, identifying your own learning and development needs and participating in learning activities relevant to the charity's commitment to providing high quality services.
- Work at all times with due regard to the policies and procedures of the charity, including financial regulations.
- Wellbeing support role to expert trainers.
- Value and acknowledge the experience and expertise of people with a learning disability and autistic people, and

learners, enabling choice and autonomy and protecting people's human rights at all times.

- Carry out other tasks as reasonably required.

### **Qualifications, knowledge, and experience required.**

- Experience of working alongside people with learning disabilities and autistic people in an inclusive way.
- Experience and a good understanding of communication with people who have a learning disability or are autistic.
- Experience of co-delivering training to a variety of health and social care audiences.
- Good understanding of the health inequalities faced by people with learning disabilities and autistic people.
- Knowledge of legislation and how that is implemented including DNACPR, Mental Capacity Act 2005, Human Rights Act 1998, Autism Act 2009 consent and capacity assessments and the rights of autistic people and people with a learning disability when accessing health & social care services.
- Ability to work remotely at venues across South Yorkshire and in our office in Rotherham to professional standards.
- Good MS Office and MS Teams knowledge and experience in a training environment.
- Teaching or training qualifications (desired but not essential); such as a relevant training qualification (level 3) or teaching qualification such as Diploma in Teaching in the Lifelong Learning Sector (DTLLS), Multi-professional support of learning and assessment in practice or an equivalent is desirable.
- Experience of delivering high quality services to people with a learning disability and autistic people (desirable).

**Skills:**

- Exceptionally strong administration skills (essential)
- Exceptional communication skills, including experience of working alongside people with a learning disability and autistic people, being inclusive, supportive and respectful (essential)
- Knowledge of project management methodologies (desirable)
- Trained and experienced in the use of MS Office software (essential), including SharePoint and MS Teams (desirable)
- Commitment to working with Speakup's mission and values (essential)
- Worked in a project management environment for at least 2 years (desirable)
- Worked in the not-for-profit or charitable sector (desirable)
- Experience of working in a small to medium enterprise (desirable)
- Recognised Project Management qualification or equivalent (desirable)
- Motivated and solution focussed approach (essential)
- Team player (essential)
- Experience in planning and organising training & events (desirable)
- Experience in presenting to different audiences (desirable)

- Demonstrates the ability to co-deliver training sessions. The sessions will utilise a range of methods, including traditional training delivery, group discussions, and film.
- Implementing & co-ordinating wellbeing support & development activities

**Salary:** £26,208 per annum (28 hours per week)

**Contract Length:** Immediate start, ending 31<sup>st</sup> May 2025

There may be an extension to this project, funding dependent.

**How to apply:** If you are interested in applying for this role, please follow the link below and complete the application questions.

<https://www.surveymonkey.co.uk/r/LQRYKVK>

You have until the **4<sup>th</sup> January 2024 to apply.**