

“Working in partnership to influence
and transform health and social care”



Job Application Pack

What you need to know and
how to apply

Application Pack

Introduction to The VCS Alliance

The VCS Alliance is a charity dedicated to transforming health and social care across Bradford District and Craven. To do this, we act as a bridge between the Voluntary, Community and Social Enterprise (VCSE) sector and the Bradford District and Craven Health and Care Partnership, channelling investment into the sector to deliver transformational programmes. These programmes keep people out of front-line and emergency health services, and address health inequalities.

We also provide and support Bradford District and Craven's VCSE sector voice, contributing to system conversations and leading to better outcomes for our diverse communities. To do our work, we support the convening of spaces and organisations for collaborative conversations, leading to better outcomes and learning.

Our strategic aims are:

- We will remain a transforming force in Health, Social Care, and the community.
- We will nurture our team and put them at the heart of everything we do.
- We will develop a robust internal infrastructure.
- We will create a culture of continual learning and development.
- We will become genuinely and intersectionally anti-racist.



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VCSA Values

As a team member, you will be expected to model and promote The VCS Alliance's values in all areas of your work:

- We demonstrate honesty, openness, and respect for everyone
- We challenge ourselves and be open to challenge from others
- We are trusted and build trust across the organisation
- We create safe spaces where creativity can flourish
- We work in true partnership with communities
- We are forward-looking
- We work sustainably
- We do the right thing

Join Us

We are looking for passionate and skilled individuals to join our team and contribute to our aims. By working with The VCS Alliance, you will have the opportunity to make a meaningful impact on the lives of people in Bradford District and Craven.

For more information on the VCS Alliance, please visit our website at <https://www.thevcsalliance.org.uk/>

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A Message from Our CEO, Sam Keighley

I am delighted that you are considering joining The VCS Alliance.

As the CEO, I am proud to lead an organisation that is at the forefront of transforming Health and Social Care across Bradford District and Craven. Our purpose is to work in partnership to influence and transform Health and Social Care. Through this, we aim to create a more integrated and effective Care System, one which works actively to address health inequalities.



Why the VCS Alliance?

At the VCS Alliance, we are committed to fostering a collaborative and inclusive work environment where every team member feels valued and is able to thrive. Here are a few reasons why we believe the VCS Alliance is a great place to work:

- Innovative Programmes: We are involved in a wide range of innovative health and social care programmes that make a real difference in our communities, our work is impactful and meaningful.
- Professional Growth: We invest in the professional development of our team members. Through training, buddying, mentoring and coaching, we are dedicated to helping you grow in your career.
- Supportive Culture: Our team is our greatest asset, and we prioritise creating a supportive and collaborative culture. We value diversity, equity, and inclusion, and strive to ensure that every voice is heard and respected. Our staff are at the heart of everything we do.

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· An Exciting Opportunity: This is an exciting time to join The VCS Alliance. As we continue to expand our reach and impact, we are looking for passionate and skilled people to join us on this journey. By joining our team, you will have the opportunity to contribute to meaningful change and make a positive impact on the lives of people in our communities.

If you are looking for a rewarding career where you can make a difference. Together, we can achieve great things.

Thank you for considering The VCS Alliance.

With warm wishes,
Sam Keighley

CEO, The VCS Alliance

VCSE Sector Lead, Bradford District and Craven Health and Care System



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EDI Statement

The VCS Alliance is committed to promoting equality, diversity and inclusion, anti-discrimination and anti-oppressive policy and practice. One of our strategic objectives is that we will become genuinely and intersectionally anti-racist.

Everyone who comes into contact with the VCS Alliance and its staff and volunteers will be treated with dignity and respect and will not be discriminated against directly or indirectly on the grounds of any protected characteristic described in the Equality Act (2010) including their gender identity, sex, race/ethnicity, religion, marital status, sexual orientation, mental health status age or disability. Job applicants, employees, volunteers, and service users will be entitled these protections too.

We want you to have every opportunity to demonstrate your skills, ability and potential; please contact us at **Carmen@thevcsalliance.org.uk** if you need any support or adjustments to help the application process work for you.



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Health and Safety

All VCS Staff post are expected to comply with The VCS Alliance Health and Safety Policy and take reasonable care for their own health and safety and that of others who may be affected by the work.

Privacy Statement

Your privacy is of paramount importance to us. We strive to maintain the highest standards of data protection and ensure that your personal information is handled in accordance with the UK's data protection laws, including the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. You can read our [Privacy Policy here](#).

Checks and Right to Work

We are dedicated to safeguarding. Therefore, all positions undergo a thorough vetting process, including reference checks and previous employment verification. **The role includes a 3-month probationary period and requires a Basic Disclosure and Barring Service check. Applicants must be eligible to work in the United Kingdom.**

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Need to Know

Your invitation to interview will be based on how you demonstrate that you meet the points on the person specification for the role you're applying for. We will consider skills and experiences from various roles, if you can demonstrate how they are transferable to this role.

We kindly ask all applicants to complete an equality and diversity monitoring form. This is completely anonymous and is not part of any recruitment process. Gathering information in this way helps us ensure we are an inclusive employer. Submit the form here: [Google Forms - EDI](#).

How to Apply

To apply, please send us a:

- CV that is a maximum of 2 sides of A4 if written or 5 minutes long if in a video/audio format.
- Filled-out copy of this [Application Form](#).

Please send your CV and Application Form to

Recruitment@thevcsalliance.org.uk and put the job title you are applying for in the email subject header.

The deadline for your application will be at the end of the job description of the role you are applying for, along with a contact for any questions.

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Next Steps

If your application is successful, before your interview, you will need to complete a [Lumina Spark](#) questionnaire which will inform one of the interview questions. The Lumina Spark provides a comprehensive view of how you work. We ask you to do this to help you self-reflect, uncover your hidden potential, and to offer practical steps for better communication, teamwork, and leadership. The VCSA Alliance uses Lumina Spark to support team development and collaboration. All interview candidates will receive a full information pack from Lumina Spark to keep.

