

WHAT'S THE ROLE?

HEALTH INFORMATION OFFICER

I play a critical role in maintaining the charity's portfolio of health information. This involves researching, developing and user-testing new health information resources, and reviewing existing resources, in print and online. I work closely with service users and healthcare professionals to ensure our resources are accessible, evidence-based and meet the needs of everyone affected by prostate cancer.

THIS ROLE WOULD BE GREAT FOR YOU IF YOU...

- Review information on prostate cancer and other prostate problems in line with our production processes and guidelines.
- Work to the principles of the PIF TICK quality standard, ensuring information is reliable, evidence based and co-produced with men with lived experience of prostate cancer.
- Collaboratively undertake regular user research to help deliver the charity's strategic vision and meet the needs of service users.
- Ensure our health information is accessible and suitable for all men, independent of their age, education level, ethnicity and background.
- Research and develop content for new and updated printed and digital health information resources.
- Work collaboratively with teams across the organisation, developing effective working relationships and participating effectively in cross-organisational projects.
- Gain and develop knowledge of prostate cancer, keeping up to date with developments in the field.
- Work with the communications team to promote our information resources both internally and externally.
- Capture men's experiences of prostate cancer through written and video case studies.

WHO YOU ARE

- Graduate in a bio-medical (or related) science subject or equivalent professional experience, able to understand and communicate complex scientific information and communicate to lay audiences.
- Experienced in critically appraising published medical/scientific research data to produce evidence-based health information.
- Accomplished producer of health information in line with the PIF TICK standard's criteria or similar.
- Excellent editing and proof-reading skills.
- Ability to gain an in-depth understanding of medical and health-related information.

- Experienced in critically appraising health information using medical databases and published research.
- Ability to work flexibly and collaboratively to tight deadlines, while partnering with others to achieve the best outcomes for men.
- Demonstrable empathy for service users and a commitment to understanding and addressing the challenges they present or experience.
- An understanding of the NHS and its services and ability to engage with healthcare professionals.
- Strong interpersonal skills with evidence of being open to alternative views and opinions.
- Committed to equality, diversity and inclusion.
- A willingness to learn and develop.
- IT skills including Word, Excel, CMS, databases and referencing software.
- Actively supports our commitment to equity, diversity, inclusion and allyship.

YOUR ROLE: THE NUTS AND BOLTS

Your line manager:

Health Information Service Lead

Pay Band:

2 - Officer

Contract:

Permanent

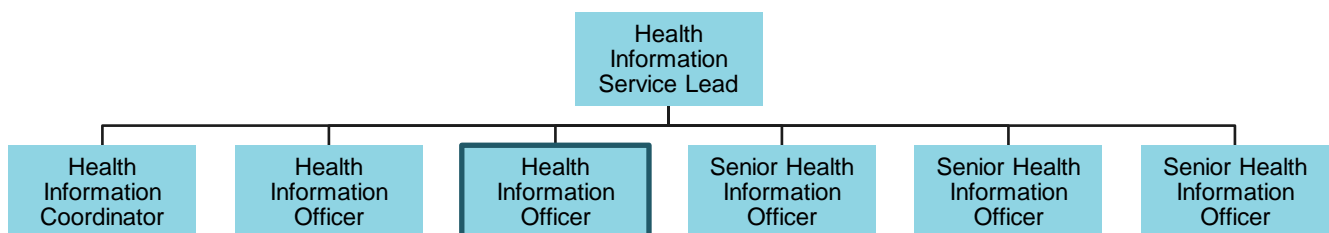
Hours:

Full time; 37.5 hours per week. We're happy to consider requests for flexible and part-time working on hiring.

Location:

Hybrid working – a combination of remote and in-person working at our London Bridge office. You'd need to be in the office two to three days a month and we may need you to come in for specific meetings.

WHERE DOES MY ROLE FIT IN THE ORGANISATION?

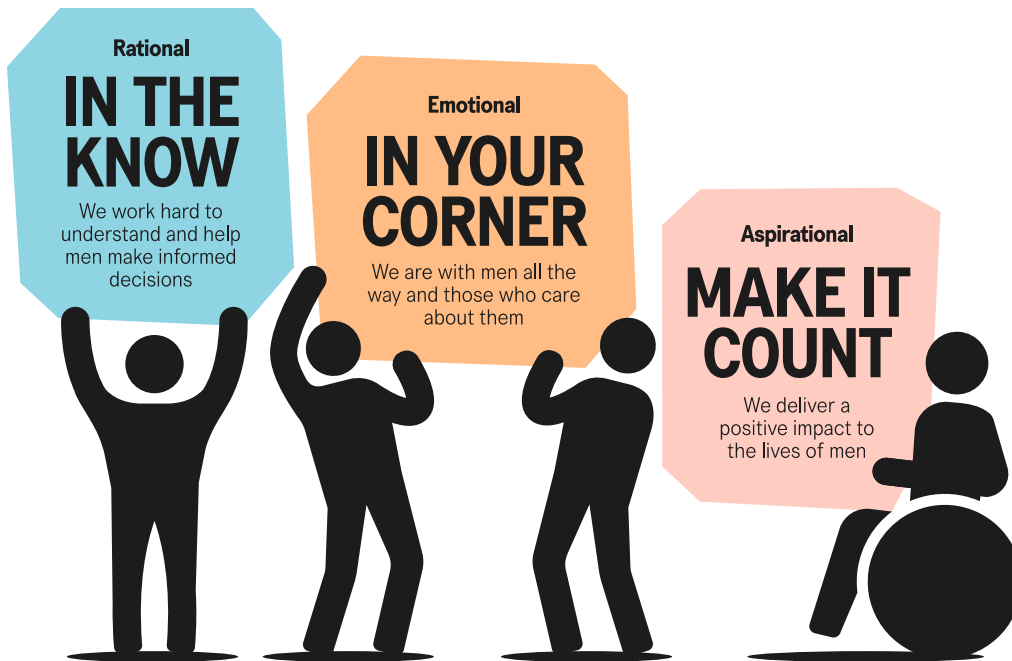


OUR CULTURE

VALUES AND BEHAVIOURS

Our values and behaviours help us make decisions, work together and guide the sorts of conversations we have on a day-to-day basis. They underpin our brand identity and give us a shared understanding of who we are and how we work together to create positive change, every day.

OUR VALUES



OUR BEHAVIOURS

RATIONAL	EMOTIONAL	ASPIRATIONAL
GENEROUS WITH KNOWLEDGE Switched on and well-connected, we share our expertise and make informed decisions.	GOT YOUR BACK Unembarrassed and reassuring, we listen, understand and stand up for those in need.	DO WHAT MATTERS Impossible to ignore, we focus on what matters to drive results and maximise our impact.
NATURALLY CURIOUS Constantly learning and hungry for knowledge, we challenge and push for answers.	OPEN TO ALL Inclusive and open-minded, we recognise everyone is unique and embrace different perspectives.	NEVER SETTLE Fired up and determined to make a difference in everything we do – and driven to give our best.

HOW TO APPLY

To complete your application, you will be asked to upload your CV and complete the supporting information section through our application portal. Please fill in parts one and two of our application for your personal statement, both have an 8000-character limit. You may wish to use a method such as the '[STAR](#)' technique or similar. When completing the statements please ensure you clearly provide a full and relevant example of how the criteria apply.

PART ONE

Please address the core/essential 'who I am' skills, experience and competencies required using real examples where possible and tell us in what ways you are a good match for the role.

This provides you with a great opportunity to showcase your knowledge, skills and experiences with the most important aspects of this role which will be used in reviewing and shortlisting applications:

- Experienced in communicating complex health information to lay audiences via printed and digital resources.
- Experienced in critically appraising published medical/scientific research data to produce evidence-based health information.
- Ability to work flexibly and collaboratively to tight deadlines, while partnering with others to achieve the best outcomes for men.
- Demonstrable empathy for service users and a commitment to understanding and addressing the challenges they present or experience.
- An understanding of the NHS and its services and ability to engage with healthcare professionals.

Part two:

Please provide us with any further supporting information that you feel will benefit your application. You may want to reference the values and behaviours sections.

This provides you with a great opportunity to further support your application, showcase your understanding of the role and how you feel you will be able to contribute to the success of Prostate Cancer UK.

Apply via our [jobs page](#). If you require any adjustments or assistance, please email hr@prostatecanceruk.org

We look forward to receiving your application!