

VCSE Neighbourhood Integration Officer

Job Description

Salary:	£26,000 – £28,000 per annum
Responsible to:	Community Deputy Manager
Based:	Key House, 106 High Street, UB7 7BQ
Contract:	Fixed Term 1 year contract

About us:

H4All is a local delivery brand in Hillingdon operating under the charity Third Sector Together North West London (3ST) to deliver various community and preventative health services.

Our Community Development Team boosts the capacity and sustainability of the local VCSE by providing training, signposting, hosting forums, creating bespoke support packages and recruiting volunteers for local organisations. In addition to this we also deliver preventative health initiatives through our community champions programme, a volunteer led service that delivers health messaging in the borough.

Main Purpose of the Role

The Neighbourhood Integration Officer will strengthen connections between the VCSE sector and NHS neighbourhood teams across Hillingdon. The role will support the development of integrated neighbourhood working by providing high-quality community intelligence, building comprehensive neighbourhood asset maps, and ensuring community assets and insights inform prevention, population health management, and service planning. The postholder will also identify and address barriers that prevent VCSE organisations from engaging in neighbourhood working, helping community groups and charities to better understand the neighbourhood model and equipping them with the skills, knowledge and confidence needed to participate effectively in local partnerships and decision-making.

Working collaboratively with community organisations, NHS colleagues, public health teams and residents, the postholder will help embed community-based solutions into neighbourhood approaches, support Core20PLUS priorities, and grow the Community Champions network to improve the reach and impact of health messaging and preventative interventions. Acting as a bridge between statutory services and local communities, the role will ensure the VCSE sector is informed, represented and empowered to play a meaningful role in shaping neighbourhood priorities and improving health outcomes.

Key Responsibilities

The Community Development Neighbourhood Integration Officer will:

1. Build strong relationships with VCSE organisations, NHS neighbourhood teams, public health colleagues and other key stakeholders to strengthen partnership working.
2. Develop and maintain neighbourhood asset maps to identify local community services, groups and resources, and promote their use through care navigation and non-clinical support pathways within neighbourhood approaches.
3. Gather, analyse and share community intelligence to inform neighbourhood planning, prevention initiatives and population health management, while identifying and addressing barriers that limit VCSE participation in neighbourhood working.
4. Attend neighbourhood meetings and act as a bridge between the VCSE sector and statutory partners, ensuring community voices and assets are represented in local decision-making.
5. Increase VCSE organisations' awareness and understanding of the neighbourhood model, equipping them with the knowledge, skills and confidence to engage effectively in neighbourhood partnerships, planning processes and collaborative initiatives.
6. Support the development and delivery of prevention projects aligned with Core20PLUS priorities, including cardiovascular disease

prevention, diabetes, cancer screening, digital inclusion and wider determinants of health.

7. Monitor and evaluate the impact of neighbourhood integration activities and contribute to reports, funding requirements and service development.
8. To be pro-active in recognising, and taking responsibility for, personal professional learning and development and participate in learning and development opportunities as required.
9. To work flexibly around the needs of the job with occasional out-of-hours work expected, for which a 'time in lieu' arrangement operates.
10. To ensure all activities are carried out in harmony with H4All's vision and within the spirit of its equal opportunities policy and to abide by the policies of H4All.