

Job Title:	Lived Experience Peer Support Worker – Adult Autism
Reports to (job title):	Transforming Care Programme Lead
Line Manager to:	N/A

Job purpose

We are committed to providing personalised, family-centred care that ensures individuals receive the right support, at the right time, within their community. Our dedicated team — including Lived Experience Workers — plays a vital role in realising this vision by working alongside adults, and families to empower them and connect them with essential services.

As a **Peer Support Worker**, you will draw upon your own lived experience to offer understanding, encouragement, and practical assistance to Autistic adults. You will build genuine, trusting relationships that support individuals to regain confidence, develop independence, and take positive steps towards their personal goals.

Your empathy, authenticity, and understanding of the challenges faced by Autistic adults will be key in fostering hope, connection, and belonging. Together, we will work to build stronger, more inclusive communities where lived experience is valued and every individual is supported to thrive.

Base

County Hall (Mid Essex) you will be expected to travel across Essex, Southend and Thurrock

Key responsibilities

- To provide peer support to Autistic service users (Adults) supporting them in relation to their careplan and goals on a 1-1 or group basis focusing on building relationships and opportunities to learn together.
- Provide emotional and practical peer support based on shared experiences.
- Act as a positive role model, demonstrating recovery, resilience, and self-advocacy.
- Support adults to access community resources, services, and opportunities for social inclusion.
- Promote choice, self-determination, and empowerment through collaboration and information sharing.
- To bring empathy and understanding into all interactions by sharing lived experience and hopefulness.

- To maintain equality with, and work alongside others facing similar experiences and challenges in their wellbeing with the central focus being on building trusting relationships rather than providing clinical interventions.
- To promote understanding of the principles and practice of the Autism Outreach Lived Experience role (relationships and support).
- To work closely with the wider team to develop the community offer, ensuring all services developed are co-produced collaboratively with adults and their families to build positive relationships and ensure they are responsive to service user needs.
- To be creative and flexible to ensure the voice of the person you are supporting is captured.
- To ensure the service is responsive to meeting the needs of Autistic adults with a trauma responsive approach.
- Ensure excellent communication and liaison with colleagues, being an agent for systemic change and a champion of peer support with lived experience within and outside HCRG Care Group.
- To keep and maintain accurate, quality and up to date records (using the appropriate computer systems i.e. SystmOne).
- Work flexibly, being prepared to perform other duties commensurate with the role which may include new areas of operation following consultation.
- Work alongside and ensure active service user and carer participation in all aspects of work including design, implementation and monitoring of activities.
- Actively participate in team meetings, case load reviews and reflective practice.

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there is only three, but because they are unique to who we are. We care, we think, and we do.

Care

- Inspire

Think

- Challenge

Do

- Accountability

- | | | |
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| <ul style="list-style-type: none">• Understand• Communicate | <ul style="list-style-type: none">• Improve• Learn | <ul style="list-style-type: none">• Involve• Resilience |
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Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice, NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients, and visitors. It is essential to always observe strict fire and security precautions.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance with the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a "non-smoking" policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company's intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy, and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

- **Driving licence and have access to vehicle for work purposes.**
- Own personal lived experience of Autism / neurodiversity and willingness to positively share own life experiences.
- Excellent communication skills with autistic adults.
- Resilient and adaptable in achieving goals despite obstacles.
- Able to tell your story in a safe and meaningful way
- An understanding and belief in the importance of positive mental wellbeing.
- Ability to demonstrate empathy, compassion and patience
- Strong time management and prioritisation skills to manage your own schedule and workload
- Ability and commitment to working in an inclusive team focused way.
- An ability to act calmly and to respond professionally to distress, disturbance and unpredictability
- Active personal commitment to continuing professional development.

Desirable

- Level 3 in health & social care or equivalent experience.
- Experience of working or volunteering with adult neurodivergent individuals and/or adults with mental health problems.
- Awareness of community resources and service user groups
- Experience of working in a community capacity role/peer support role.
- Demonstrable record of good working practice with autistic adults, having a positive impact on their lives and meeting their needs .
- Experience in actively supporting adults to identify and work towards achieving personal goals in a related social care or health setting (paid or unpaid).