

ASSOCIATE RECRUITMENT 2021

# Information Pack



# Siwmai / Hello

This information pack is designed to provide you with details of the associate opportunities within Practice Solutions and the people you'll be working with as well as giving you an insight into our organisation and work.

*If you require this information in the Welsh language, please get in touch.*

## Our Organisation

Here at Practice Solutions we're all about people. Our people are at the heart of our business and our success. As a company we are constantly growing and developing, to be the best that we can in supporting organisations and communities to thrive.

We are proud to be a Welsh organisation that is a leading, value-based consultancy, operating across sectors in Wales and the UK. Our experience is enhanced by our range of expertise, from leadership, organisational development and transformation change to digital and creative services, public engagement and communications.

Our current portfolio of work brings us into contact with Service Users, Third Sector organisations, Housing Associations, Local Health Boards, Welsh Government and every local authority in Wales.

## Our Vision

Our long-term vision is a health and social care sector that delivers sustainable change and empowers individuals.

## Our Values

For every project, we develop bespoke solutions that deliver meaningful change and positive outcomes. No matter how big or small the organisation is or what the specific needs are, from start to finish we handle every project with:

- Integrity
- Excellence
- Commitment
- Reliability

Building and maintaining relationships and trust are the backbone of what we do so our involvement doesn't stop when a project is completed.

## Our Culture

We are different to most consultancy firms in that we are able to offer flexibility to our Associates. Delivering outcomes for our clients are very important to us as well as achieving a work life balance.

We are a committed, hard-working and inclusive team. We value diversity and we would love to hear from people who are currently under-represented in our team, including those from Black, Asian and ethnic minority groups, people with a disability, and people who are LGBTQA+.



# Being an Associate at Practice Solutions

Surviving the roller coaster that was 2020 has pushed us to grow ever more responsive in meeting the needs of our clients and the people they serve. As a result, we are looking for value-driven, positive and motivated individuals to join our team of freelance associates. People who love solving problems, and who will enjoy using their creativity, skills and experience to lead and deliver projects that create meaningful change for people and communities.

## Are you looking to make a real difference to people's lives?

Whether you're...

... **self-employed** and looking to work as part of a team, expand your portfolio, or in need of support to create more influence in your work;

... **looking to step up** and explore your potential by trying something new, return to work, or work more flexibly; or

... **stepping back** but feel there's still more to achieve, that you want to add value, or to flex your knowledge and experience

## We want to hear from you!

We are particularly keen to hear from you if you have skills & experience in the following areas:

- ❖ Communications & Marketing
- ❖ Event Planning
- ❖ Business & Project Support
- ❖ Digital Media
- ❖ Virtual / Digital Assistant Services
- ❖ Graphic Design
- ❖ Videography
- ❖ Welsh Language
- ❖ Lived Experience of accessing health and wellbeing services
- ❖ Health
- ❖ Social Care
- ❖ Housing Sector
- ❖ Voluntary Sector
- ❖ Mental Health Sector
- ❖ Workforce Organisational Development
- ❖ Coaching, Mentoring and Facilitation
- ❖ Workplace Investigations
- ❖ Research & Evaluation experience
- ❖ Legislation & Policy experience

**Depending on your skills and experience, you could be involved in a variety of activities. For example:**

- Undertake research, collecting, analysing and interpreting data and statistics
- Compiling and presenting information verbally, visually or in writing
- Interviewing the client's employees, management team and other stakeholders
- Identify challenges and provide solutions
- Providing strategic advice and information
- Running focus groups and facilitating workshops [face to face or virtually]
- Supporting organisational development and transformational change
- Developing new models and strategies
- Creating and developing various methods of communication such as engagement tools, facilitation, event management, digital and creative stories
- Designing and delivering work programmes
- Designing and delivering skills development programmes.

**Do you have these additional skills to contribute to Practice Solutions?**

- Creative thinking
- Thinking conceptually and practically
- Problem solving
- Engagement and facilitation
- Communicating clearly and empathetically
- Collaboration with the workforce/communities
- Curiosity
- Credibility
- Project management skills
- Well-connected and strong networking skills
- Research and data analysis skills
- Report writing skills



### **Benefits of being an Associate Consultant with Practice Solutions**

We have a core team of employees within Practice Solutions who will provide additional support to the various projects such as:

- ❖ Business and IT support
- ❖ Communications, Marketing and Business Development
- ❖ Creative Services
- ❖ Quality Assurance / Critical Friend Support

We are also able to offer:

- ❖ Credibility and Networks
- ❖ Development days
- ❖ Meeting room facilities
- ❖ Wellbeing programmes



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For more information contact **01443 742384**

# Does this sound interesting?

## There are two ways that you can submit your interest:

- You can respond either by completing the Expression of Interest or,
- You can create a video application (in MP4 format), ensuring you answer all the questions within the Expression of Interest Form.

Please provide examples of skills and experience you can bring to Practice Solutions.

Please email your form or video to Joanne Jones ([joanne@practicesolutions-ltd.co.uk](mailto:joanne@practicesolutions-ltd.co.uk)) by **2pm on Wednesday 31st March 2021**. If you need any help getting your video to us, then please get in touch.

## Next Steps:

### Stage 1

You will be contacted by the **6<sup>th</sup> April** advising you if you have been successful in securing an invite to our “Discovery Virtual Event” on **Wednesday 14<sup>th</sup> April** where we will share more information with you about the work of Practice Solutions and meet some of the team.

### Stage 2

Following the discovery event, if you are still interested to find out more, then you will be invited to a “collaboration meeting” where we will work out how we might best work together in the future. These meetings will take place on **Wednesday 28<sup>th</sup> and Thursday 29<sup>th</sup> April** between 2 – 4.30 pm.

***Note:** If you are successful, then you will need to be set up so that you can invoice us, and also so that you are taking on a portfolio of projects alongside ours.*

## Diversity & Inclusion:

We would love to hear from people who are currently under-represented in our team, including those from Black, Asian and ethnic minority groups, people with a disability, and people who are LGBTQA+.

Please also contact Jojo, if there are any reasonable adjustments we can make to assist you in your application due to any disability, or physical / mental health conditions.