



**Data Co-ordinator**  
**22.5 hours per week**  
**Year 1 £17,392 (FTE £21,740)**

Following a recent pay review, the Hospice is currently in year 1 of a 3-year pay plan. We anticipate the salary for this post to increase to c£18,559 (FTE £23,199) by 2024 (including cost of living).

Do you have: -

- Experience with database administration?
- Excellent IT skills?
- Good interpersonal skills?

If you want to be part of an innovative and developing team who are passionate about providing high quality end of life care to support patients and families – we have the role for you.

We are looking for a skilled Data Co-ordinator who can collect, manage and report on data for clinical services in an accurate and consistent manner. The post holder will work with the Director of Clinical Services, clinical teams and the legacies and trusts team to understand the needs of the organisation in relation to its internal and external information and data requirements. The post holder will enhance reports and review data quality to ensure accuracy and robustness of the data collected.

We offer flexible working, transfer of NHS pension where applicable, wellbeing package for staff, generous holiday entitlement, and personal development and support.

Hospice at Home West Cumbria is an established and highly respected local charity, with an outstanding reputation for delivering excellent palliative and end of life services in the heart of the community. If you want to work for one of West Cumbria's leading charities and help to make a difference to people's lives, you could be exactly what we are looking for and we would love to hear from you.

For an informal discussion please telephone Lorraine Dixon, Director of Clinical Services on 01900 705200.

For an application form and application pack please go to our website at [www.hospiceathomewestcumbria.org.uk](http://www.hospiceathomewestcumbria.org.uk) or email Carol Robertson on [carol.robertson@hhwc.org.uk](mailto:carol.robertson@hhwc.org.uk)

**Closing date – 5 pm Friday 12<sup>th</sup> August 2022**

**Interview date – Friday 19<sup>th</sup> August 2022**

Registered charity number 1086837