

Sands

Application Information

**Parent Involvement (Insights)  
Co-ordinator**

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July 2026

# About Sands

Sands exists to save babies' lives and ensure that anyone affected by pregnancy loss or baby death receives the support and care they need.

We provide bereavement support services both nationally through our Freephone helpline, online community and resources, as well as locally through a network of around 100 regional support groups based across the UK and run by trained befrienders.

Working in partnership with professionals, trusts and health boards, we offer a range of training programmes and bereavement care resources to ensure that every bereaved parent and family receives the best possible care wherever they are in the UK.

Additionally, we promote improvements in practice and support research to better understand the causes of deaths and save babies' lives.

Sands raises awareness of baby loss and works with government, key influencers and other stakeholders to make reducing the number of babies dying a priority nationally and locally.

Over the past 46 years, Sands has grown into a national charity with a powerful vision shared by dedicated volunteers, fundraisers, members, donors, healthcare professionals, partners, staff and bereaved parents and families.

Sands has grown its income by 40% since 2012 and, as part of our strategic plan, is focusing on how we can make the biggest difference to the lives of bereaved families and save babies' lives. To find out more, visit [www.sands.org.uk](http://www.sands.org.uk)

Our vision at Sands is for a world where fewer babies die and anyone affected by the death of a baby receives the best care and support for as long as they need, wherever they live in the UK.

Join us and help create a world where fewer babies die.

# Sands Staff Benefits

## Annual Leave

Staff receive 28 days annual leave per annum pro rata, plus bank holidays. Staff will be required to take 3 days annual leave during the period between Christmas & New Year.

## Employee Assistance Services

As part of its commitment to employee wellbeing, Sands offers all Staff access to the Bupa employee Assistance service which offers free and confidential counselling and wellbeing support. Support is available on a range of issues including legal, financial, emotional, health, and work-related concerns.

## Sand Cycle to Work Scheme

Sands has teamed up with Cycle Solutions to provide a Cycle to Work Scheme, which you can join to make considerable savings on the cost of a new bike and equipment.

## Sands Pension Scheme

Subject to eligibility, you will be automatically enrolled into the Aviva Personal Pension scheme as soon as your employment commences. You can decide whether to remain in the scheme and/or make additional voluntary contributions if you wish.

## Life Insurance

All Staff are covered by a Life Insurance Policy which pays 3 x annual salary to nominated beneficiaries. Staff also have access to Canada Life's WeCare wellbeing platform including 24/7 online GP, mental health counselling and financial and legal support. Additionally Staff have access to Bereavement Counselling and a Probate Helpline.

## Flexible Working

All Staff can apply for flexible working with effect from their first date of employment.

## Maternity Pay

Staff on maternity leave are paid their full salary for the first 26 weeks of their period of leave.

## Leave for the Death of a Baby or Pregnancy Loss

Any member of Staff affected by the death of baby or pregnancy loss will be granted leave paid at their normal salary, regardless of the type of loss.

## Sands is a vibrant, growing charity!

With a clear strategy, Sands is repositioning as a learning, developing organisation which aims to achieve excellence through people and offers a collegiate, collaborative working environment - making it an especially exciting time to join the charity.

**Sands is an inclusive and diversity-friendly employer. We are committed to promoting equality, valuing diversity and working inclusively. We welcome and encourage applications from people of all backgrounds and do not discriminate on the basis of disability, race, colour, ethnicity, gender, religion, sexual orientation, age or any other category protected by law.**

# About the role

The Sands Insights Network is an online community of bereaved parents who want to use their experience and knowledge to shape Sands work to make maternity and neonatal care safer.

The Network sits within the Saving Babies Lives team which focusses on using evidence, including from parents, to drive improvements in maternity and neonatal safety. The Network also facilitates parents' involvement in Sands policy and campaigning work, as well as external projects seeking to include people with experience of baby loss.

## To apply:

Please submit your CV, together with a supporting statement that demonstrates how you meet the criteria in the person specification to [recruitment@sands.org.uk](mailto:recruitment@sands.org.uk).

CVs and supporting statements should be sent as attachments to an email in either Word or PDF format. **The title of the attachments should be your first name, surname and either CV or supporting statement e.g. "NAME CV"**

Please also complete the Diversity and Equality Monitoring Form and send this with your application.

**Closing date for applications: 8<sup>th</sup> July 2026**

**Interview Date: TBC**

As we have limited staff resources we are unable to provide candidates with feedback about their applications. **Interviews will be held online**

# Job Description

<b>Job Title:</b>	Parent Involvement (Insights) Co-ordinator
<b>Responsible to:</b>	Research Manager
<b>Location:</b>	Home based with occasional travel
<b>Contract:</b>	Permanent
<b>Hours:</b>	31.5 hours per week (0.9 FTE)
<b>Salary:</b>	£28,800 per annum (£32,000 FTE) plus £280.80 per annum Home Working Allowance (£312 FTE)

# Main Purpose of Job

1. Undertake the day-to-day management of a successful network, building diverse membership and ensuring a safe environment for bereaved parents
2. Ensure the diverse experiences and perspectives of bereaved parents are included in research, learning and improvement initiatives in a way that works for them
3. Ensure the involvement activities are monitored, evaluated and impact is captured and shared
4. Help to build Sands' reputation as a leader in partnership working, advocating for the inclusion of bereaved parents in research and decision making

## Principle Tasks and Responsibilities

1. Undertake the day-to-day management of a successful network, building diverse membership and ensuring a safe environment for bereaved parents
  - Grow the network. Engage potential new members and oversee screening and onboarding processes.
  - Create a welcoming space with signposting to enable new and existing network members to navigate and make best use of the platform.
  - Maintain the network as a safe space for bereaved parents.
  - Promote the platform and its impact to Sands audiences.
  - Create and embed Equality, Equity, Diversity and Inclusion (EEDI) principles throughout the network and proactively ensure the membership is diverse in experience and background as the network grows.
  - Work with Research Manager to ensure appropriate risk management and safeguarding protocols are in place and followed.

- Work with the Research Manager to co-create governance policies/agreements with the network members. Moderate user activities and take actions where needed if policies are breached.
2. Ensure the diverse experiences and perspectives of bereaved parents are included in research, learning and improvement initiatives in a way that works for them
- Working with Sands teams and with external groups, identify opportunities for PPIE involvement, to provide a continuous range of options for parents to engage with.
  - Engage with network members to develop the community, and create activity based on their needs.
  - Share opportunities with the Network, encouraging and supporting involvement from members.
  - Create a dynamic and interactive atmosphere on the platform, building and maintain relationships with network members, and generating enthusiasm and a sense of purpose.
  - Encourage and facilitate activity within project groups on the network to ensure activities proceed and are constructive and inclusive.
  - Develop and share tools and resources to support parents with the skills and information they may need to be positively involved in research and improvement projects.
  - Lead some involvement activities, including discussion groups, interviews and collaborative working.
  - Work with the Research Manager and the membership of the network to develop and implement a policy for reward and recognition for both internal and external opportunities.
3. Ensure the involvement activities are monitored, evaluated and impact is captured
- In partnership with the Research Manager develop and embed a framework for monitoring and evaluating activities.

- Summarise and share findings and outcomes of network projects, feeding into research, service and policy development.
  - Provide regular reports on impact and share those across Sands.
4. Help to build Sands' reputation as a leader in partnership working, advocating for the inclusion of bereaved parents in research and decision making
- Build relationships with external stakeholders; support network members to influence people and organisations outside Sand directly, including decisionmakers, influencers, research groups or research funders.
  - Represent network members externally and advocate for their involvement and inclusion in research and improvement programmes.
  - Represent Sands at external events, meetings and activities, helping to build Sands' reputation as a leader in the field of working in partnership with bereaved parents.

## General

- Undertake any other duties commensurate with the role as required by the Research Manager, Head of Saving Babies Lives team and the CEO.
- Work flexibly and collaboratively with colleagues across the organisation to achieve shared goals.
- Always maintain strict confidentiality.
- Adhere to all Sands policies and procedures.
- Undertake all mandatory training as required.
- Participate actively in annual appraisals and personal development

# Person Specification

Skills/Experience		
Importance	Criteria	Assessment
Essential	An outstanding, 'hands on', people person with a positive, warm style, who can support and motivate people to engage with projects with positive outcomes	Application and Interview
Essential	Experience of community development and organisation	
Essential	Experience of working effectively with a wide range of audiences and stakeholders, including service users, working in a collaborative and inclusive way	
Essential	Experience of running multiple project groups simultaneously, and/or facilitating networks	
Essential	Strong planning and organisational skills, working at pace, keeping to deadlines and with great attention to detail	
Essential	Excellent verbal and written communication skills, with expertise in open and trauma-informed communication, and an ability to draft engaging content and resources	
Essential	Experience of supporting people with lived experience to take part in projects to influence public services	
Essential	Demonstrate a compassionate and non-judgemental attitude and approach with bereaved parents	

Essential	Demonstrable understanding and/or experience of the role of public and patient involvement and engagement (PPIE) and awareness of the potential for impact	
Essential	Knowledge of managing governance issues relating to PPIE and online communities	
Essential	An understanding of confidentiality and safeguarding around network activities and managing risk for Sands as well as network members.	
Essential	Experience of evidencing impact, including reporting, monitoring and measuring outputs	
Desirable	Digital skills to undertake the digital side of maintaining an online platform as it develops and expands	
Desirable	Experience of databases, with an awareness of data protection	
Desirable	Awareness of issues in UK maternity and neonatal care, relating to safety and improving outcomes	
<b>Core Competencies</b>		
<b>Importance</b>	<b>Criteria</b>	<b>Assessment</b>
Essential	Ability to build effective working relationships with colleagues, PPIE collaborators and external stakeholders, working in a collaborative and inclusive way	Application and Interview
Essential	Professionalism and ability to maintain boundaries	Application and Interview

Essential	Excellent time management skills with the ability to prioritise own workload, self-motivate, deal with conflicting demands and meet tight deadlines under pressure	Application and Interview
Essential	An understanding of and empathy with the issues surrounding the death of a baby	Application and Interview
Essential	Excellent understanding and advocacy of issues relating to equality, diversity and inclusion	Application and Interview
Essential	Able to work occasional evenings and weekends and to undertake occasional travel within the UK	Application and Interview