

External Consultant Expression of Interest

Title: Lesbian, bisexual and trans (LBT) women's London engagement project

Reports to: Monty Moncrieff, CEO London Friend

Terms: Max fee of £3000. We anticipate this would equate to approximately 15 working days.
Delivery of engagement project and production of engagement report.

Deadline: **Deadline for Expressions of Interest is Tuesday 7th May 2019**

Background

London Friend is the UK's oldest LGBT charity, working to improve the health and wellbeing of lesbian, gay, bisexual and trans people. We have recently received a small amount of funding to develop our support for lesbian, bisexual and trans (LBT) women. One aspect of this work is increased support service provision. The other is a small consultancy project to engage with LBT women in London, to identify health and wellbeing needs that London Friend could work to meet. We would like to establish better knowledge of and links with LBT women's groups and develop at least one new health and wellbeing partnership with an LBT women's group as a result of this work.

The main output from this work will be the delivery of an engagement programme and the production of a written report that that will provide a pathway for future work to improve the health and wellbeing, of LBT women in London.

The Role

This will involve a mixed method approach, focusing mainly on active engagement with LBT women, conducting interviews and/or focus groups, analysis of results, facilitating introductions between the groups and London Friend, and the formulations of recommendations.

You will be responsible for delivering the following:

1. Engagement programme as agreed with London Friend.
2. A robust, detailed report with an executive summary. The report should summarise the engagement undertaken; highlight areas of LBT women's health and wellbeing where support could be developed; identify opportunities for partnerships; and establish an evidence base to apply for future funding for work to improve LBT women's health and wellbeing.

The report will not need to generate new primary research on LBT women's health needs, but the successful candidate will be expected to be familiar with existing research on LBT women's health inequalities.

The consultant will report to Monty Moncrieff, Chief Executive of London Friend.

Key Tasks

- Develop an project plan to be agreed with London Friend, with timelines and agreed targets/outputs
- Deliver a programme of engagement with LBT women and groups and organisations supporting LBT women in London
- Produce report and recommendations
- Delivery of the project and report should be completed by 30th November 2019

Consultant Specification

- High level interpersonal and relationship-building skills
- A good strategic sense
- Project management skills and experience
- Excellent writing skills
- Knowledge and experience of using mixed methods approach in research / needs assessment
- Solid awareness and understanding of LGBT and equality issues, with a particular focus on LBT women's health and wellbeing needs
- The ability to work with minimal supervision and to work collaboratively with others
- A strong sense of accountability to stakeholders
- A commitment to delivering a robust evidenced based report in the time frame agreed

Expression of Interest

To submit an Expression of Interest for this piece of work, please email the following to monty@londonfriend.org.uk by the deadline of Tuesday 7th May 2019:

- Up to date CV
- Covering letter detailing your relevant experience and why you are the right person for the role
- No more than two sides of A4 outlining your approach to this piece of work including your interest in delivering the full work or shared approach to this work.