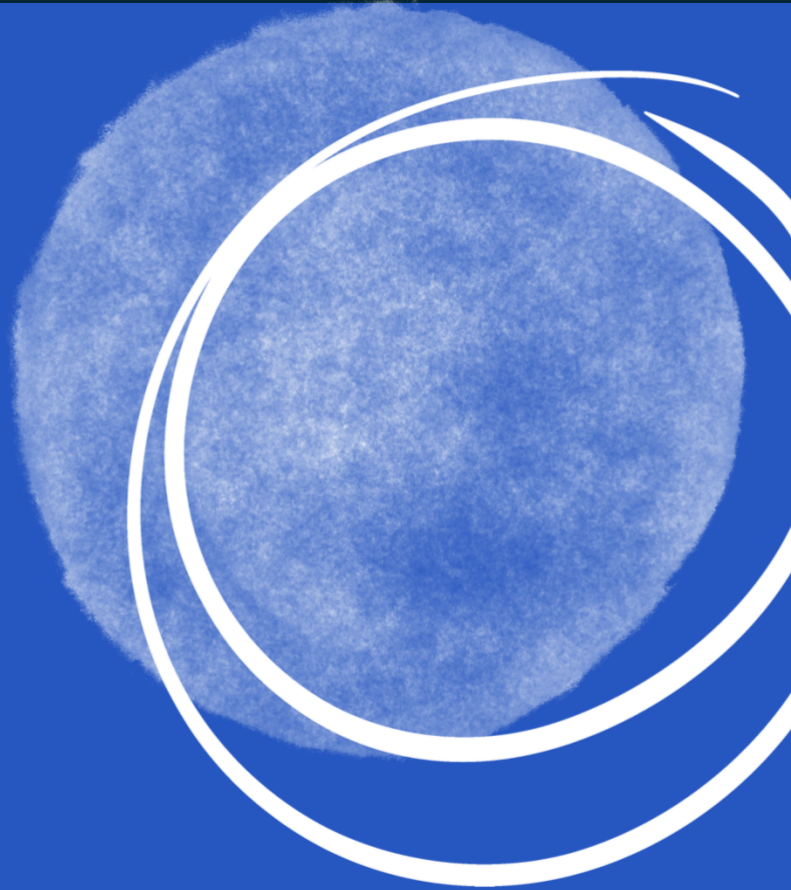




Bluestar Project: Practice and Insights Officer Recruitment Pack



Bluestar Practice and Insights Officer

Employment details

Two engagement options are available for this role – please indicate your preference in your application.

Option 1: PAYE

Post:	Bluestar Practice and Insights Officer
Team:	Systems Change
Responsible for:	Delivery of a systems-change programme designed to improve access to health, education, and justice for children affected by child sexual abuse across the Southwest England
Contracted Hours:	30 hours a week (0.8 WTE)
Salary:	£48,000 FTE (£38,400 pro rata at 0.8 WTE)
Working Days:	Flexible (Team Meeting is held on Mondays)
Location:	Largely remote, with occasional site visits (approx. monthly) across Southwest England
Contract:	Fixed term contract, 12 months

Option 2: Self-employed / Associate

Post:	Bluestar Practice and Insights Officer
Team:	Systems Change
Responsible for:	Delivery of a systems-change programme designed to improve access to health, education, and justice for children affected by child sexual abuse across Southwest England
Contracted days:	2.5 days a week, over a 46-week delivery period (115 days total)
Day rate:	£420/day
Working Days:	Flexible (Team Meeting is held on Mondays)
Location:	Largely remote, with occasional site visits (approx. monthly) across Southwest England
Contract:	Associate contract, 12-month delivery period

Why the Bluestar Project

The Bluestar Project is the UK's best practice response to improving access to pre-trial support. Pre-trial therapy is any therapy or support provided to survivors of trauma who report to the police while their case is under investigation. We are funded by the Home Office, Ministry of Justice and NHS England to conduct research, develop practice resources, training and accreditation, and lead national conversations across sectors. Our seminal research "Keeping Secrets" (2022) found that children who had experienced sexual abuse were being turned away from therapy and support spaces when pre-trial, for fear of damaging the criminal case, and identified inconsistent, under-confident practice across the system of agencies working with families. Since then, we have worked with criminal justice agencies, voluntary specialists, statutory and healthcare services, and government stakeholders to drive systems change and effective pre-trial support nationally. Our training programme is a CYP Now Award Winner 2025, and since April 2023 we have trained over 3000 practitioners, equating to 100,000 survivors a year able to access pre-trial support.

Survivors' voices sit at the heart of everything we do, co-producing our research programmes and sitting within our Associate Team of trainers. You can find our research and existing resources at www.bluestarproject.co.uk.

Purpose of the job

Bluestar Supported Systems is a systems-change research and best practice programme designed to improve access to health, education, and justice for children affected by child sexual abuse (CSA); building on successful programmes in the South, we are now extending the programme to the Southwest region. Despite clear evidence of need, most children impacted by CSA are unable to access timely support. Fragmented services, lack of pre-trial access, and inconsistent CAMHS provision mean many are retraumatised by the very systems designed to protect them. The next 12 months will see a systems-change programme designed to improve access to health and justice for children who have experienced CSA across these areas.

This project, co-produced with survivors and families, will build a coordinated response by working across the Southwest to map services, build joined-up commissioning, improve pre-trial access, and embed lived experience across both prevention and support services. It responds directly to the new duty to collaborate in the Victims and Prisoners Act, creating lasting change through shared accountability and joint investment.

Purpose of this role

This role combines systems-change delivery with strong data, research and AI skills. The post-holder will work alongside Practice Advisors across two Southwest sites, contributing to stakeholder engagement, mapping, focus groups, needs assessment delivery and training. Alongside this, they will use data, research and AI tools to speed up analysis, drafting and reporting, and to strengthen the evidence behind the Theory of Change and action plan. This role requires strong systems change knowledge, alongside confidence with data and IT, a genuine interest in using AI tools to support research and analysis, and a willingness to keep developing that skillset as the role evolves.

Duties and responsibilities

- Work with Bluestar Directors and Practice Advisors to deliver the desktop and in-person mapping of services and referral pathways across two regions of the Southwest, including referral criteria, barriers to accessing services, waiting lists, service offer and geographical cover.
- Work with the Bluestar National Lived Experience Consultant to support development of survivor and parent/carer input into the needs assessment and action plan.
- Work with the Bluestar Directors to map a Commissioning Map across relevant ICBs, LAs, NHSE, OPCC and MOJ contacts in both sites.
- Co-deliver single-agency focus groups (CAMHS, Police, Specialist – VCSE/SV, Social Care) alongside Practice Advisors, to map services and referral pathways, identify barriers and challenges to systems working, and identify outcome measures as part of the needs assessment.
- Work with Practice Advisors to deliver Learning Events and Workshops across both sites.
- Co-deliver Bluestar Training days, alongside Bluestar Associates, for CAMHS, VCS, police and multi-agency refresher sessions.
- Lead on the delivery of the Needs Assessment Report, including mapping of services, referral pathways, funding and demand/capacity mapping.
- Contribute to the co-development of a Theory of Change for systems change, working with Bluestar Directors, the National Lived Experience Consultant, and survivors, parents and carers.
- Support the co-production of the local action plan for implementation of systems change.
- Co-deliver and chair local steering group meetings, alongside Practice Advisors, for the duration of the contract.

- Use AI tools to speed up analysis, drafting and reporting of needs assessment findings and stakeholder materials, while maintaining Bluestar's standards of evidence-based, source-traceable writing.
- Design and maintain data collection tools and trackers to support the needs assessment (e.g. service mapping data, engagement logs, demand/capacity data).
- Conduct desk-based research to strengthen the evidence base for the needs assessment, Theory of Change and action plan.
- Ensure delivery is timely and in line with the project plan, including attendance at weekly team meetings and working with the Programme Manager on associated documentation (e.g. manuals, session plans).
- Assess risk and report safeguarding concerns in line with Bluestar Policies, maintain up-to-date safeguarding training, and stay informed on relevant legislation about child sexual abuse and procedures.
- Maintain accurate, confidential records of all interviews, focus groups, training events and meetings, ensuring timely documentation on the Bluestar Shared Drive.
- Support wider Bluestar service development, participate in supervision and training, adhere to Bluestar policies, and contribute to team communication and operational improvements.

Person Specification

Bluestar Practice and Insights Officer

Criteria	E/D
<i>Knowledge and understanding</i>	
Training or qualification in advocacy / social work / mental health working with children and young people.	E
Degree or more than five years equivalent experience in the sexual violence sector.	E
Knowledge and experience of system change or change management.	E
Knowledge and experience of needs assessments, data analysis and evaluation.	E
Knowledge of trauma-informed and strengths-based approaches to supporting children, young people, and families after sexual abuse, including the Barnahus model, SARCs and CSA specialist services.	E
Knowledge of the roles and responsibilities of statutory and voluntary services, and experience of liaising with a variety of professionals.	E
Understanding of the complexity of working across multiple Safeguarding Partnerships or geographic areas.	D
Knowledge and experience of direct work with young people and families who have experienced sexual abuse and/or complexity of trauma symptomology.	D
Knowledge of co-production, co-creation, participation and the principles of peer support.	D
Knowledge of current safeguarding legislation for children and young people and vulnerable adults.	E
Knowledge of ICT including Microsoft Office (Excel and Word), and a genuine interest in AI tools and their practical application to research, analysis and reporting.	E
<i>Skills and abilities</i>	
Skills in building trusting relationships that can positively impact commissioners, funders and multi-agency partners to make a change.	E
Strong research and analytical skills, with the ability to synthesise evidence from multiple sources into clear, accurate written reports for a range of audiences.	E
Confident and willing user of AI tools to support drafting, analysis and reporting, with a willingness to keep developing this skillset.	E

Ability to work collaboratively with Practice Advisors and manage different workstreams across two sites at the same time, with excellent organisational skills and attention to detail.	E
Ability to amplify the voices of survivors and their parents/carers, and to undertake the work within an anti-discriminatory and empowerment framework.	E
Ability to self-regulate while supporting others through traumatic content in a focus group, steering group or workshop, with a willingness to reflect on own practice and attend clinical supervision.	E
Ability to work within boundaries to respond to stakeholders and colleagues in a positive, enabling and personable manner.	E
Initiative, flexibility, and the ability to work without direct supervision as well as part of a team.	E
Experience	
Minimum of 2 years' recent experience in a similar systems change, improvement or evaluation role.	E
Experience of research, data analysis or evaluation work, ideally including use of AI or other digital tools to support this.	E
Experience of multi-disciplinary working with CAMHS, police, social services and other multi-agency professionals.	E
Experience of working with safeguarding and risk issues with children and young people, in a trauma-informed manner.	E
Experience of consultation and collaboration with stakeholders in culturally diverse communities.	E
Working within an organisation that deals with sensitive and confidential information, including database systems for recording data.	E

How to apply

Please submit your CV and a supporting statement to info@bluestarproject.co.uk. The closing date for all applications is **17th September, 11:59pm**.

We appreciate that some candidates may find other means of communicating their skills and experience more suitable to them. Your supporting statement can be submitted in one of the following formats:

- A cover letter no more than 2 pages long
- A 5-minute-long video (either sent as an mp4 attachment alongside your CV or a link to an unlisted YouTube video)

Your supporting statement in one of the above formats should include an answer to the following question: What is your experience of system change, your subject matter knowledge relevant to this project, and your experience of using data (including AI tools) to support systems-change work?

We will let you know whether you have been allocated an interview slot by 18th September. Interviews are expected to take place on 21st September, online via Teams.

There is an optional Equal Opportunities Form included for our internal diversity in recruitment monitoring, which will be sent following receipt of your application. The form will not be seen by those involved in the recruitment process. Although not mandatory, this monitoring allows us to align recruitment with our overall HR strategy, and continuously improve on how we attract, recruit, and retain a diverse range of candidates.

If you have any questions, please email info@bluestarproject.co.uk and we will be glad to help.

Equality, Equity, Diversity, and Inclusion

Bluestar Pre-trial Support CIC is committed to providing equal opportunities for all, irrespective of age, disability, race, sex, religion/belief, sexuality, gender identity, marital/civil partnership, pregnancy/maternity and working patterns. We want to have staff that appropriately represents all the communities we serve as an organisation. Therefore, we are particularly keen to hear from candidates living with a disability, and those from the global majority.

Benefits

Leave allowances (PAYE role only)

- 25 days holiday plus bank holidays (pro rata'd for part-time staff).
- We also currently award the Christmas – New Year period off to staff (not deducted from allowance).

Additional leave allowances (PAYE role only)

Our sickness, maternity, and partner (paternity) leave allowances have been implemented to support our staff to live a happy work-life balance. For staff living with chronic health conditions, we have also created a Wellness Plan which you can request through your line manager.

Flexible employer

We have employed parents, individuals completing their higher education, and other circumstances that have called for a flexible approach to work. You will be able to request flexible working either from day 1, or in one of your Line Management meetings. Whilst we will always consider flexible working requests, the needs of the CIC will also be considered to come to an agreement that suits all.

Whole-organisation Professional Development Fund and Policy to help your CPD

We have access to a Continuous Professional Development Fund which allows staff to request additional learning support and opportunities. We also offer some paid study leave for this.

Access to Wellbeing Support

Alongside working for a CIC that understands the importance of looking after your mental health and supporting its staff, there may be instances where you wish to access wellbeing support from an independent third party.

Fantastic, kind, and hardworking team

The work we do at Bluestar is incredibly exciting and at times challenging – working with multi-agency partners, creating a shared vision and ensuring the voices of those with lived experience are heard. That's why we're proud to foster a workplace culture that values humour, shared learning and collaboration.