



Peer Development Worker (HIV Peer Support) - Barnsley

Dear Applicant,

Thank you for showing interest in applying for the vacancy referenced above.

Job pack contents:

- Job description
- Person specification
- Application form including a front sheet for your personal details
- Equal opportunities monitoring form, which should be returned to us with your completed application form
- Disclosure policy

Application form submission information:

- The closing date for all completed application forms is **09:00 am Friday 5th June 2026**. Applications received after this deadline will not be considered.
- Completed application forms should be returned to jobs@mesmac.co.uk
- Interviews are scheduled to take place on the **17th June in our Rotherham MESMAC office**. Shortlisted candidates will be informed of the specific interview times in due course by email, postal invitations will not be sent.
- If you have not heard from us by 9th June 2026 please assume that we will not be taking your application any further on this occasion. This is less courteous than we would wish, however it is an attempt to keep our administration costs to a minimum.

Applications from ex-offenders for this vacancy are welcomed and will be considered on their merit, this post is subject to an Enhanced DBS with barred lists check. Convictions which are irrelevant to the job, and offences for which there is no heterosexual equivalent will not be taken into consideration. The position for which you have applied is exempted from the Rehabilitation of Offenders Act 1974. The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website.

All that remains is for me to wish you luck in your application.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Tom Doyle', written in a cursive style.

Tom Doyle - Chief Executive Yorkshire MESMAC Group of Services

MESMAC - Job Description

Peer Development Worker - Barnsley

Job Title: Peer Development Worker

Organisation: MESMAC

Project: HIV Peers Support Project South Yorkshire.

Responsible to: Local Service Co-ordinator (South Yorkshire)

Responsible for: Volunteers/Interns/Apprentices

Salary: NJC salary points 18-22 (£31,537 to £33,699) Pro rata

Pension: 5% of gross salary paid into Stakeholder pension

Hours: 15 hours per week

Contract: 5 months fixed contract with a possibility of extension

Base: Home, Barnsley though travel to all MESMAC sites may be required.

Aim

The role of the HIV Peer Development Worker (PDW) has been developed for people who have lived experience of recovering a good life after HIV diagnosis. We use the definition of recovery as "the purposeful pursuit of a good life, irrespective of the absence or presence of symptoms, built around the pillars of hope, opportunity and control, with self-management and social inclusion at the heart."

The role includes meeting with service users of Barnsley HIV services providing scheduled meetings with service users on 1-1, group or drop-in basis providing ongoing support. The PDW will work with allied colleagues including HIV Peer Support Volunteers to develop and deliver a varied offer of peer support activities to support service users of the Barnsley HIV service.

The role will have special responsibility for developing and delivering a range of HIV peer support groups and training opportunities

Principle Objectives

To inspire, develop and deliver HIV Peer Support across Barnsley in particular;

- Group co-facilitation and support
- Community ambassadors' roles
- Sexual health skills peer mentoring
- Positive speakers
- Training for professionals.

To ensure that the Barnsley Peer Support Project of MESMAC Group of Services have in place the systems and infra-structure to support people to become volunteers including recruitment, training, personal development and supervision.

Organisational Relationships

Responsible to the Local Service Coordinator for line management and supervision.

Responsible for ensuring that all Barnsley Peer Support Volunteers have adequate supervision and support.

Main Working Contacts

HIV Peer Support Volunteers, Operations Managers, Chief Executive, Finance/Administration staff, Community Development staff, sessional workers and MESMAC Board of Trustees.

Main Responsibilities and Duties

The following is a list of duties and provides a general outline of the work of the post holder and is not definitive. The post holder may be required to undertake other related duties as deemed appropriate by the MESMAC Board of Trustees and/or Chief Executive.

Groupwork & Training

1. To work with other members of staff, and peer support volunteers to identify and develop appropriate voluntary action opportunities within the MESMAC Group of Services.
2. To work with staff, volunteers and service users to develop Peer Support Groups for People Living with HIV in Barnsley
3. To train and support HIV Peer support volunteers to co-facilitate groupwork and other events e.g. drop-ins.
4. To ensure Peer support groupwork volunteers have adequate support and supervision including debriefing after training sessions.
5. To Take the lead in developing training opportunities for professionals.
6. To develop systems that capture and demonstrate the value of groupwork in contributing to our outcomes.

Case load

1. To assist service users in identifying their own strengths, personal interests and goals; providing opportunities for service users to direct their own recovery process.
2. To support newly diagnosed and existing service users regarding adjustment to HIV diagnosis e.g. issues around confidentiality and disclosure.
3. To support service users in developing personal wellbeing plans; this can be delivered individually or in groups to assist individuals in managing their physical and general wellbeing.
4. To encourage the individual to be involved in care plans and risk/safety management plans.
5. To collaborate closely with the clinical staff to appropriately link service users with the most appropriate support, including signposting and support in accessing emergency financial support, immigration services, benefits and housing services etc.
6. To positively promote and support service users in the community by maintaining extensive knowledge and links with community resources and to actively support service users to access opportunities of their choice.
7. To develop and maintain excellent working relations with the HIV voluntary sector, local partners, mental health services, homeless charities and other relevant organisations.
8. To maintain professional relationships with particular attention to confidentiality and the maintenance of boundaries.
9. To participate in teaching sessions where a patient perspective, or personal experience, of living with HIV is required.

General:

1. To produce regular reports on the state of volunteering and voluntary action in MESMAC groups of services in Barnsley.
2. To facilitate the establishment and maintenance of groups/forums that allow volunteers to reflect on common concerns and act to meet these.
3. To offer advice on volunteering issues to members of staff and the Board of Trustees.
4. To attend meetings, as appropriate, of the MESMAC Board of Trustees and working groups.
5. To represent the project on relevant bodies and committees as identified by the CEO.
6. To contribute to reports on the work of MESMAC group of services as a whole in conjunction with MESMAC staff and volunteers.
7. To undertake any appropriate administrative duties identified by the CEO
8. To undertake appropriate training of self as required.
9. To take an active role in staff meetings and supervision.
10. To undertake any other duties which the MESMAC Board of Trustees deems to be appropriate to the Project's aims and commensurate with the post.
11. To be aware of MESMAC's Workers Code of Conduct and Equal Opportunities policies and to ensure these are reflected in all aspects of the work of the post holder.
12. To participate in and, in some cases, take the lead in programmes of research and evaluation.
13. The ability to work flexible hours. This post requires evening and weekend working on a regular basis.

Responsibilities and Duties - Finance

1. To manage appropriate budgets devolved by the Chief Executive and/or Board of Trustees.
2. To participate in the preparation of funding applications as agreed by the Chief Executive/Board of Trustees.

Ability to travel between locations using own or public transport

Disclosure and Barring Service Check

This post is subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975 and as such it will be necessary for a submission for Disclosure to be made to the Disclosure and Barring Service (formerly known as CRB) to check for any previous criminal convictions.

MESMAC: Person Specification – Peer Development Worker core competencies

- *Below we have outlined the abilities, knowledge and experiences, which we believe the successful candidate for this post will be able to demonstrate and how we expect to assess this.*
- *Remember abilities, knowledge and experience can be gained in a variety of settings - for example life experience, paid or unpaid work, work in the home and educational settings.*
- *Think carefully about your experiences and how these may be transferable to this post.*
- *We shortlist you for interview based only on information you provide in your application.*
- *Please include details in the work history section that match the specification criteria below.*
- *We do not accept CV's or handwritten forms*
- *Each section on the application form has a word limit which you must keep to*
- *We would ask you not to use AI, if however you need to use AI, for example relating to a disability, please let us know where you have used it.*

	Appl icati on Hist ory	Appl icati on Que stion s	Inter view	Pres enta tion	Enga gem ent Pane l
A commitment to and willingness to demonstrate Yorkshire MESMAC's Vision, Mission, and Values in your day to day work.		x	x		
Demonstrate a personal experience of HIV and an ability to use these experiences to inform your work. Including an understanding of the needs, challenges, and strengths of people living with HIV		X	x		x
<i>Experience of working with people in a peer-led role, or role which required use of lived experience.</i>	x	X	x		
Demonstrate experience and knowledge of working within safeguarding children and young people and adults frameworks	x		x		
Demonstrate the methods you would use to work in a way that puts People living with HIV at the centre of your work			x		x
Evidence your experience and skills in planning and facilitating inclusive and supportive spaces with for community members.				x	x
Explain your understanding and commitment to equity, diversity and inclusion.			x		

Ability to maintain boundaries between your personal and professional life including confidentiality.			x		
Show that you can source, understand, evaluate and communicate evidence to support decision making in project development.			x	x	
Demonstrate you are competent with IT and able to use Microsoft office packages, email, internet and social media to communicate project messages effectively.	x	x			
Demonstrate how you have contributed to the efficient planning and delivery of work objectives and projects to targets and deadlines.	x		x		
Evidence excellent and effective partnership working with stakeholders, colleagues and other organisations while respecting and supporting others.	x		x		X

Exceptional punctuality & time-keeping	references
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Please complete this sheet – it will be separated at the short-listing stage to ensure complete anonymity of all applicants.

POST APPLIED FOR Peer Development Worker (HIV Peer Support) - Barnsley

SURNAME	FORENAMES
ADDRESS	
.....	
Postcode	
DAY TEL. NO:	EVENING TEL. NO:
MOBILE:	
Email address:	
NI No.	

Please confirm which pronoun you would prefer Yorkshire MESMAC to use when referring to you. (delete as appropriate)		
He	She	They

Where did you hear about this post?

DECLARATION (Please read this carefully before submitting your application and ensure that you have answered number 3. Submitting your application indicates that you have read and agree to the below.)

1. I understand that the information submitted in my application form will form the basis of my contract of employment with Yorkshire MESMAC and that if it is subsequently discovered that I have wilfully or negligently given false information, I will be liable to immediate dismissal and may be prosecuted.
2. I agree that should I be successful in this application, I will, if required, apply to the Disclosure and Barring Service/Disclosure Scotland for an enhanced disclosure with barred list checks. I understand that should I fail to do so, or should the disclosure not be to the satisfaction of the company any offer of employment may be withdrawn or my employment terminated.
3. I agree that should I be successful in this application, I will, if required, undertake to be vaccinated against Hepatitis B or other vaccination deemed appropriate. I understand that should I refuse these vaccinations that this could limit the work I can undertake as part of my role.

I confirm that I will comply with vaccination requirements in order to fully complete the duties required in my role / I object to the vaccination requirements for the following reasons
..... (please delete/complete as appropriate).

MESMAC - Application Form

Please note that we do not accept CVs or handwritten application forms

Post applied for: **Peer Development Worker (HIV Peer Support) - Barnsley**

Are there any restrictions on you taking up employment in the UK? Yes No
(If yes, please provide details)

Employment and volunteering history

Please outline your previous employment, volunteering and relevant life experiences to date, (e.g. year spent in the home caring for a family member) over a maximum of 10 years. Your present or most recent employer first working backward in chronological order. Use a separate sheet if necessary. You should use the duties section to identify where you have met our person specification criteria.

NAME AND ADDRESS OF EMPLOYER	JOB TITLE AND DUTIES	From - until	REASON FOR LEAVING
<i>Example employer</i>	<i>Community example worker</i> <ul style="list-style-type: none">• <i>Experience of person spec criteria</i>• <i>Evidence of person spec criteria</i>	<i>E.g. month/year - later e.g. month year</i>	<i>Example reason</i>

OTHER EMPLOYMENT

Please note any other employment you would continue with if you were to be successful in obtaining this position.

Notice required in current post:

*In the Person Specification we have outlined some of the abilities, knowledge and experiences, needed to do this job. Drawing on these, in the boxes below please respond to each requirement within the word count and **please note that any words in excess of this will not be considered as part of your application.** Please add the number of words used at the end of each box and type in 12pt.*

Experience may have been gained in a variety of settings including paid work, volunteering, home life or other activities. Please do not use AI to fill in this section we want to get to know the real you.

1 Demonstrate your commitment and willingness to Yorkshire MESMAC's Vision, Mission, and Values in your day to day work. 200 words

Our Vision, Mission & Values can be found here: <https://www.mesmac.co.uk/about-us/values-and-principles>

2 Demonstrate a personal experience of HIV and an ability to use these experiences to inform your work. Including an understanding of the needs, challenges, and strengths of people living with HIV. 200 words

3 Experience of working with people in a peer-led role, or role which required use of lived experience. 200 words

4 Demonstrate you are competent with IT and able to use Microsoft office packages, email, internet and social media. 130 words

5 Please provide a one-minute unscripted video or voice note, and send along with your application, about why you as an individual are interested in this role.

*It is reasonable to use bullet points and practice what you're going to say before making/submitting your recording, however we're trying to get a feel for you as a person so those recordings which sound very scripted or potentially have used AI to write a speech, will be scored less. We will not score less for signs of nervousness or hesitation in your recording. Recordings a few seconds longer than a minute will be accepted but any words said after the minute will not be scored. You should email your recording at the same time as your application form. **Please provide the recordings in either MP4 or .mov format.***

REFERENCES

Please provide details of two referees one of whom must be your present or most recent employer. If you are a student, please give an academic referee. If you are applying for a post which requires unsupervised access to young people, we reserve the right to approach any past employer for a reference.			
1	Name:	2.	Name:
	Position:		Position:
	Organisation:		Organisation:
	Address:		Address:
	Postcode:		Postcode:
	Email:		Email:
	Tel No.		Tel No.
	May we approach the above prior to interview? Yes/No		May we approach the above prior to interview? Yes/No

Completed Applications to: jobs@mesmac.co.uk

Please return both by **09:00 am on Friday 5th June 2026**
Late applications or CV's will not be considered.

MESMAC Disclosure Policy

Criminal convictions

Applications from ex-offenders for this vacancy are welcomed and will be considered on their merit. Convictions which are irrelevant to the job, and offences for which there is no heterosexual equivalent will not be taken into consideration, but you are required to disclose any convictions which are not spent by virtue of the Rehabilitation of Offenders Act 1974* **Please note that the amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website.**

Please be aware that you do not have to submit this information with your application, although if you do then this information will be stored securely and will not be sent with your application for shortlisting. This information would only be shared after the interviews and a decision to appoint has been made.

If you do not want to submit this information yet then your application will still progress to shortlisting. If you are invited to interview then you will then need to do the following:

Please read the notes below before answering the following question.

Do you have any criminal convictions?

If you have answered yes to the question concerning criminal convictions please supply on a **separate sheet of paper in a separate sealed envelope** details of the date(s), offence(s) and sentence(s) passed.

The information you provide will be treated as strictly confidential and will be considered only in relation to the job for which you are applying.

The interview panel Chair and /or Chief Executive will view information supplied only after a decision to appoint has been made. If you are unsuccessful at this stage, the envelope will not be opened and will be returned to you intact.

Disclosure of a conviction does not debar applicants from consideration. The offence will only be taken into account if it is considered to be one, which would make the applicant unsuitable for the type of work to be done. Convictions which are 'spent' by virtue of the Rehabilitation of Offenders Act 1974 (as amended) need not be disclosed.

Yorkshire MESMAC Equal Opportunities – Statement of Intent

Yorkshire MESMAC recognises that groups and individuals in society are discriminated against in ways which affect their ability to participate on an equal basis with others at work and in all aspects of life. This discrimination conflicts with the aim of the organisation. These include challenging bias and stereotypes, identifying the causes of injustice and inequality and exploring possibilities for change.

In pursuit of these aims we are striving to become an equal opportunities employer and to ensure, as far as possible, that workers are recruited from all sections of the community. We aim to make the services which Yorkshire MESMAC offers relevant and accessible to everyone, and sensitive to differing individual needs. We aim to promote

equal opportunities in all aspects of our work and to ensure that Yorkshire MESMAC's workers (paid staff, board of management) and users are not discriminated against because of age, disability, gender re-assignment, marital/civil partnership status, pregnancy/maternity status, race, religious or philosophical belief, gender/sex, sexual orientation, colour, nationality, ethnic origin, social class/caste, political affiliations, HIV status, or care responsibilities.

Yorkshire MESMAC is committed to a programme of action to make this statement effective. This includes developing policies and practices in areas such as recruitment, selection and training of workers, resource and service provision, publicity and publications, work with other organisations, personal behaviour and development. We are committed to reviewing our work regularly to ensure that progress is being made in these areas.

Yorkshire MESMAC believes that developing equal opportunities policies and practices will not only benefit individuals, but will also benefit and enrich the work of the whole organisation and society at large.

MESMAC - EQUAL OPPORTUNITIES MONITORING FORM

Equal opportunities

Applicants for jobs will not be unfairly discriminated against because of their; gender, race, colour, nationality, ethnic origin, religious or philosophical belief, social class/caste, age, disability, political affiliations, HIV status, care responsibilities, marital status, or sexual orientation.

Please fill in this form and return it together with your completed application.

This form is purely to monitor our equal opportunities policies. It will not be used to assess your suitability for the post. This form will be detached from your application and members of the interview panel will not have access to the information until after short listing. All the information will be treated in the strictest confidence; none of your details will be passed to any other agency.

In order to monitor policy, and for that reason only, we ask you to answer the questions below. If you do not wish to complete all or any part of this monitoring form, you do not have to do so.

For the post of: Peer Development Worker (HIV Peer Support) - Barnsley

Date:

Please complete the section below. All the information will be treated as confidential, and will be used to assist us in improving our equal opportunities policies and practices.

Please circle the appropriate information

1 Are you? (circle as appropriate)

- Female Male I prefer not to say
Other Please specify.....

2. Is your gender identity the same as the gender you were assigned at birth? (circle as appropriate)

- Yes No I prefer not to say

3. How do you describe your ethnicity? (circle as appropriate)

- Asian or Asian British
Bangladeshi Indian Pakistani
Other Asian (Please specify).....

- Black or Black British
African Caribbean Other Black (Please specify).....

- Chinese or other ethnic group

Chinese Other Ethnic group (Please specify).....

- **Mixed**

White & Black African

White & Asian

White & Black Caribbean

Other Mixed (Please specify).....

- **White**

British Irish Other White Please specify.....

- **I prefer not to say**

- **Other (please specify).....**

4. Do you consider yourself? (circle as appropriate)

Bisexual

Gay man

Heterosexual/Straight

Lesbian / Gay woman

I prefer not to say

Other (Please specify).....

5. Do you consider yourself? (circle as appropriate)

Buddhist

Christian

Hindu

I prefer not to say

Jewish

Muslim

No religion

Sikh

Other religion (please specify).....

Other (please specify).....

6. Do you consider yourself to be a disabled person? (circle as appropriate)

Yes

No

I prefer not to say

7. Please indicate your age range: (circle as appropriate)

Up to 26

26-35

36-45

46-55

56-65

over 65

I prefer not to say

8. Do you provide unpaid care for someone who has a long term illness, health problem or disability that limits their daily activities or the work they do. This could be family members, partners or friends. (circle as appropriate)

Yes No I prefer not to say

9. How did you learn of this vacancy?

Newspaper (please specify):

Job Centre:

Community Centre/Other Organisation (please specify):

Job Bulletin (please specify):

Specialised publication/journal (please specify):

Newsletter (please specify):

Word of mouth:

Internal:

Other (please specify):

I prefer not to say:

Thank you for completing this form. Please return it with your application form, to the email address above.