



**AYRSHIRE
CANCER
SUPPORT**

We're here for you

Cancer Support Specialist

Recruitment Pack

Thank you for your interest in our Cancer Support Specialist role. Ayrshire Cancer Support has operated since 1982, providing emotional support and practical help to those affected by cancer; this role will play a valuable part in supporting the services we offer.

As we continue to grow our services to meet increasing demand, we are seeking a caring and compassionate professional with excellent communication skills, who will support those affected by cancer who access our services. With your clinical experience, you will support the wider team with complex situations to achieve the very best person-centred support. You will be methodical, empathetic, resilient, and be able to manage the demands of ongoing emotionally intense work.

You will be a qualified and registered nurse or allied health professional with at least three years post qualification experience in an oncology setting. You will be passionate about delivering face to face, accessible cancer support in a local community setting, while remaining abreast of the national cancer landscape.

Reporting to our Director of Care Services, you will be joining an established and experienced team and will be responsible for providing expert patient information and support to help meet the emotional, practical and social needs of people affected by cancer. This varied role will also support a small team of volunteers that provide level one support to people affected by cancer.

This is a part time role based over 28 hours (4 days) per week, worked between Monday to Friday within our Support Centres in Kilmarnock and Ayr, and so a driving licence and access to a vehicle is essential.

This role offers a 3-year fixed term contract, funded by the National Lottery.

**You'll find full details of the role, including how to apply,
within this Recruitment Pack.**



www.ayrshirecs.org

01563 538008



AYRSHIRE CANCER SUPPORT

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About Us

We provide essential services and support across Ayrshire, free of charge, to people affected by cancer and their families. As the sole organisation in Ayrshire dedicated to providing practical and emotional support for all stages of the cancer journey, Ayrshire Cancer Support relies on donations and fundraising to deliver high quality, professional facilities and services that the people of Ayrshire depend on. From our warm, welcoming support centers, to providing transport to vital appointments and a wide range of tailored support services in between, we are here for everyone in Ayrshire affected by cancer, whatever the nature or level of their need.

About the Role

Key Accountabilities

- Providing frontline psychological and emotional support to people with cancer, people affected by cancer, and people who are bereaved from cancer.
- Directly planning, developing and delivering Ayrshire Cancer Support's programme of support.
- Being the key point of contact to process incoming referrals, assessing needs holistically and developing plans of internal and external support to meet those needs.
- Referring and raising awareness of Ayrshire Cancer Support's range of support services, liaising with clinical colleagues to work collaboratively and improve patient experience.
- Demonstrating knowledge, experience and drive to provide person-centred support, being committed to working as an effective member of a multi-disciplinary team.
- Maintaining a broad and up-to-date clinical knowledge in cancer and being comfortable supporting people to understand information around diagnosis, treatment etc.
- Undertaking regular continued professional development, ensuring your knowledge base and understanding of advancing techniques is current.
- Providing guidance to staff and volunteers, as well as support in a range of settings, including face to face, phone, video call and email.
- Facilitating psycho-educational elements of Ayrshire Cancer Support's services, including groups, courses and workshops.



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The wide range of vital services we provide costs over £3000 per day.



**The highest standard of
care and support.**

**Provided by professionals,
funded by donations.**



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Key Accountabilities

- Ensuring all programme materials and resources are relevant and comprehensive, and that these are maintained and utilised effectively in the provision of cancer support.
- Promoting access by raising awareness of, and marketing Ayrshire Cancer Support and its programme of support within healthcare, education and throughout local communities.
- Supporting colleagues working in engagement and fundraising to sensitively deliver lived experience stories via our social media platforms and funding applications.
- Supporting our Director of Care Services in the operational management and delivery of services, including delivery of our Care Services Action Plan and 5 year strategy.
- Support integration of national pathways and programmes of work in our setting e.g. cancer prehabilitation.
- Maintaining our safeguarding procedures across both our Adult and Children and Young People Services.

Qualifications, Skills, Experience

- A degree level qualification is essential along with a current NMC or HCPC registration.
- You will be a qualified and registered nurse or allied health professional with at least three years post qualification experience in an oncology setting
- You'll have knowledge of national plans and frameworks including, but not limited to:
 - Psychological Therapies & Support Framework for People Affected by Cancer
 - Cancer Strategy for Scotland 2023-2033
 - Cancer Action Plan for Scotland 2023-2033
- Third Sector experience is desirable.
- The ability to facilitate sessions in a group setting would be beneficial.
- Experience of CRM would also be advantageous.
- The successful candidate will also be subject to a Level 2 PVG disclosure check

A full driving licence and access to a vehicle is essential



**Supporting young
people facing grown up
challenges.**



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What We Offer

Salary

37,000 – 42,000 (pro-rata)

Dependent on experience, background and qualifications

Annual Leave

36 days (pro-rated for part-time staff), inclusive of Bank Holidays

Entitlements

Employer Contribution Pension
Health Cash Plan

Location

Ayr Centre (KA8 8LD) / Kilmarnock Centre (KA1 1EQ)
Travel between both locations will be required

Contract

3 Year Fixed Term Contract (National Lottery Funded)
28 hours per week, 4 days (Monday to Friday)
Flexible out of hours evening working (once per month)

Emotional support and practical
assistance



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How to Apply

Please submit your CV and a covering letter which explains why you believe you'll be the ideal candidate for the role. Please email these directly to: HR@ayrshirecs.org

If you'd like to discuss the role, please request a call-back via the email address above.

Deadline for applications is Friday 9 January 2026 - we anticipate interviews will take place during week commencing 19 January.

We're keen to ensure that our recruitment process is inclusive. If you'd find it beneficial to submit your application in a different format, please let us know and we can discuss appropriate options.

Your privacy is important to us. By submitting the information required in this process you consent to your data being processed under the relevant provisions of current Data Protection Acts, and any subsequent changes to this. Our Privacy Notices are available to view on our website.

www.ayrshirecs.org