

Job Title: Community Health & Wellbeing Assistant	Role Profile Number: PCDN47
Grade: K	Date Prepared: June 2019
Directorate/Group: ASC Public Health	Reporting to: Live Well Hub Manager
Structure Chart attached:	No

Job Purpose

- To assist members of the Community Health and Wellbeing Team to deliver events, activities and programmes associated with improving the health and wellbeing of local people.

Key Accountabilities

- To attend events to provide information and raise awareness about services offered by the Community Health and Wellbeing Team
- To attend events to assist with health promotion campaigns
- To meet with individuals on a 121 basis to offer initial information, guidance and support around their general health and wellbeing
- To offer (as directed and according to expertise) advice and support around specific lifestyle topics
- To accompany clients to activities where mobility, motivation or confidence is low
- To assist at group sessions; offering (as directed and according to expertise) information and support on key lifestyle topics

Supplementary Accountabilities

- To attend training and CPD as requested

Knowledge & Experience

Candidates must have substantial knowledge and experience in the following areas of business and will be required to provide evidence of this:

- Knowledge of the local area

- Awareness of the benefits of a healthy lifestyle
- Experience of working on a one to one basis around health and wellbeing
- Knowledge of other providers of health and wellbeing support
- Awareness of networks and local community organisations
- Ability to treat information in a confidential manner
- Knowledge of diversity and different cultures
- Experience of assisting with health promotion campaigns

Qualifications

- Educated to NVQ level 2 or equivalent
- Qualification in health, social care or community desirable

Decision Making

- Signposting and onward referrals
- Dealing with a safeguarding concern
- Accessing support from supervisors
- Accessing resources for individuals
- Signing off clients

Creativity and Innovation

- Ability to work with a diverse range of individuals and groups
- Able to motivate others through a positive communication style
- Delivery of health promotion messages in a positive and innovative way
- Storytelling and case studies
- Client centred approach

Job Scope

Number and types of jobs managed: Nil	Budget Holder Responsibility: Nil
Typical tasks supervised/allocated to others: Nil	Asset Responsibility: Nil

Contacts and Relationships

- Communication on a one to one basis and in a group situations
- Working with a diverse range of clients
- Working in targeted communities
- Cultural diversity
- Partnership working – internal and external
- Working with and supporting volunteers

Values and Behaviours

We strive to underpin our culture of being 'At our Best' through strong management and authentic leadership. This means getting the management basics right. We own and demonstrate accountability, both individually and collectively, and aim to get things right first time. Building on this we also expect everyone at SBC to demonstrate and live our organisational values and behaviours, by displaying:

- Accountability at all levels
- Customer care and pride in what we do
- Continuous learning and evaluation
- Valuing one another and the contribution each of us makes

Other Key Features of the role

(working environment / emotional / conditions i.e. regular outside work, unpleasant or hazardous conditions, practical demands such as standing, carrying or working in constrained positions, potential verbal abuse and aggression from people, or risk of injury).

Employee Signature:	Print Name:
Date:	
Line Managers Signature:	Print Name::
Date:	