

Job Title:	Senior Child & Family lifestyles Coach
Reports to (job title):	Essex wellbeing child and family delivery co-ordinator.
Line Manager to:	N/A

Job purpose

Develop and oversee the healthy lifestyles sessions and interventions being offered in family hubs and delivery sites across Essex. Apply behaviour change techniques to support complex family lifestyle changes. Undertake a full assessment of a family and their unique lifestyle in order to build the family a bespoke support package. Provide evidence based information about a key public health agenda. Social prescribe to other services that will enhance and sustain the outcome of the interventions.

Base

Essex wide – a base linked close to home

Key responsibilities

- Develop and oversee the schedule for sessions run in family hubs, delivery sites and the community pan Essex that meet the healthy lifestyles agenda.
- Link with key partners and colleagues within HCRG Care Group BU14.
- Work with complex families needing additional guidance on healthy lifestyles.
- Provide evidence based information about a key public health agenda.
- Create content for service website and newsletters.
- Co-ordinate post intervention events e.g. family walks.
- Social prescribe to other service that will enhance and sustain the outcome of the interventions
- To work autonomous on complex cases
- Contribute to and work as part of a team
- To support existing services and develop new local approaches the meet the needs of client in the target group
- Will provide training for volunteers and partners in area of expertise
- Provide supervision and support for Wellbeing Practitioners and support them to access more specialist resources where necessary
- Participate in MDTs with partner organisations

- Support the Locality co-ordinator with allocations and locality caseload management where directed
- Deputise for the Locality co-ordinator as directed by the Locality Lead during periods of absence or surge
- Undertake any other delegated work
- Any other function commensurate with competencies and job role

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care	Think	Do
<ul style="list-style-type: none"> • Inspire • Understand • Communicate 	<ul style="list-style-type: none"> • Challenge • Improve • Learn 	<ul style="list-style-type: none"> • Accountability • Involve • Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 1998 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice, NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a "non-smoking" policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company's intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy, and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

- Relevant Foundation degree in health and social care or community development

Or

- Relevant Diploma plus relevant experience health improvement and community development
- Making Every Contact Count training or willingness to undertake it
- Evidence of working in public health and in the community
- Relevant knowledge of health improvement agenda
- Clear understanding of behaviour changes methods and evidence of applying
- Clear understanding of barriers to make lifestyle changes and how to support people with mental health issue e.g. coming from deprived backgrounds
- Evidence of experience in partnership working and community development
- Experience of multi-agency working
- Group facilitation skills
- Ability to support complex behaviour change by applying behaviour change techniques
- Motivational Interviewing techniques
- Able to manage own time
- Excellent communications skills both written and verbal
- Ability to interpret individual client data for optimal intervention planning
- Knowledge of models and approaches of behaviour change

Job Description

- Knowledge of the models and principles of health promotion and their application
- Ability to develop capacity of individuals and groups
- Proactive in working collaboratively to achieve individual outcomes
- Ability to be developmental in creative in approach
- Solution-focused attitude
- Must be IT literate with experience of all Microsoft Office applications
- The Post holder be required to work from multiple sites within the locality as well as working from home
- Working in a mobile and agile way
- Flexible working within the operating hours of the service, which will include evenings and weekends
- Willingness to work throughout all areas covered within locality
- Car owner/driver or ability to travel independently

Desirable

- Evidence of commitment to CPD
- Health Coaching
- Level 2 Stop Smoking
- Brief intervention in weight lifestyles

Employee signature

Manager signature
