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| **Job title**  | **Health and Wellbeing Lifestyles Coach** |
| **Team**  | Business Development |
| **Date prepared/ Revised by**  | 25/01/2024 – Matthew O’Sullivan  |
| **Post accountable to**  | Health and Wellbeing Development Officer |
| **Post directly responsible for employees (number of workers)** | Direct supervision:Indirect supervision: |
| **Main purpose** |
| The coaches will manage the client case load, hold one to one sessions, signpost families to physical activity sessions, as well as provide nutritional advice. Design and agree a weight loss plan. Keep track of all clients and maintain contact. Measure and record client feedback and progress. |
| **Key contacts** |
| **Internal** | BA Managers & teams |
| **External**  | Customers, user/community groups, partners, NYC |
| **Main accountabilities**  |
| 1. Carry out health assessments to ascertain eligibility2. Deliver 12/24 week nutritional advice on a rolling basis3. Signpost physical activity sessions on an ongoing basis4. Provide support and guidance to clients5. Record and evaluate programme 6. Identify and address any other needs e.g. mental health, food insecurity7. Will establish a family healthy living plan including:* Goals around building physical activity into everyday life.
* Goals around making changes to healthy eating and drinking habits.
* Goals around any other issues or needs identified e.g. signposting for support with mental health, planning, cooking, food insecurity, sleep etc.
* Identifying and overcoming barriers to change.
* Planning for relapse prevention.
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| **Standard accountability statements**  |
| **Health and safety**  | You are required to comply with Brimhams Active Ltd’s Health and Safety Policy and to take such steps as are reasonably practicable for your own health and safety and that of your colleagues at work and those affected by your work. You must comply with your safety responsibilities and must co-operate with management in all respects for the full implementation of Brimhams Active Ltd’s Health and Safety Policy. Your safety responsibilities are shown on the Health, Safety Responsibility Statement (HSRS) issued with your contract of employment. |
| **Equality and diversity**  | The post holder must adhere to all policies and procedures relating to equality and diversity in the workplace and provision of services. |
| **Learning and personal development**  | The post holder has a personal responsibility for his or her own learning and development, and will maintain up to date records of achievement and attendance as required. The post holder must undertake the learning and training identified in the job skills matrix, and other relevant training that is identified and agreed with their manager. |
| **Data security**  | Brimhams Active Ltd staff must, at all times, maintain personal responsibility for the safe and secure movement of data within, into and out of the company. |
| **Safeguarding policy and procedures** | The post holder will adhere to all Brimhams Active Ltd Safeguarding policies and procedures. |
| **Main duties and responsibilities**  |
| Member of Business Development Team, based at one location and working flexibly across the estate.Initiate, plan and deliver weight management programmes for identified target groups, in line with service specification, H&S requirements and Brimhams Active policy and procedures.Work with the teams across Brimhams Active to improve opportunities; address barriers to participation; increase participation; and promote healthy lifestyles.Co-ordinate, monitor and evaluate projects and activity programme. Engagement with clients to ensure development of services responsive to need/demand. Ensure high standard of customer care,Promote activities and opportunities including preparation of press releases, promotional material, management of web pages, social media. Deliver targeted programmes across the district to promote healthy and active lifestyles and improve health outcomes.Deliver the weight management programme, support clients and report progress. |