

## Osmani Trust

**P/T Health Trainer / Health Promotion** - (must be flexible to suit local needs)

### Job Description

<b><u>Grade and Salary:</u></b>	£13,715 (inclusive of Inner London Weighting)
<b>Location:</b>	London Borough of Tower Hamlets, Osmani Centre, 58 Underwood Road, London E1 5AW
<b>Responsible To:</b>	Team Leader
<b>Responsible For:</b>	Health Department Objectives, Service Users and Volunteers
<b>Contract:</b>	Fixed term until 31 <sup>st</sup> March 2014 (Extension subject to funding and performance)
<b>Hours:</b>	25 hours a week

### Purpose of the Post:

This post will contribute to tackling inequalities in health through:

- Promoting and supporting adults 18+ to develop healthier behaviours and lifestyles in the context of their own local communities;
- Offering them practical support to change their behaviour to achieve their own choices and goals;
- Focusing on communities who are marginalised and who experience the greatest inequalities in health;
- Working on a one-to-one basis with individuals to change behaviours in the following areas: healthy eating, increasing physical activity and smoking cessation.

Health trainers will be supported in their work by:

- Supervision in the workplace;
- Direct contacts with the local health improvement team;
- Locality primary care networks.

### Main Duties

1. Presentation of health information in a group work setting.
2. Facilitate group discussions, which could also provide tools for the individuals to use in the journey of lifestyle changes such as action plans.
3. Signpost to supportive services and other activities.
4. One to one consultation which could involve a health profile assessment, identification of health goals and action plan with supported action points.

5. Support and where appropriate help in the planning and delivery of community health activities and projects such as group based exercise sessions, walking groups, healthy cooking groups etc.
6. Signpost and support individuals to access services and activities, which support their healthy lifestyle changes such as exercise groups, etc.
7. Signpost people to wider services, which support and enhance their quality of life and health such as housing, welfare and benefits, basic skills, training and education.
8. Target people from identified population groups such as older people; Bangladeshi and Somali communities; long term unemployed etc.
9. To ensure good promotion and publicity by representing the project in different forums, boards, and meetings (as and when required).
10. To attend Steering Group meetings on a regular basis.

### **General Roles and Responsibilities**

#### **Work with individuals**

1. Advise on healthy living options and behaviours for individuals, in their context
2. Help individuals to develop an 'action plan' to change behaviour and sustain those behaviours, leading to more healthy choices and actions
3. Support individual's 'action plan' over time through practical help
4. Review and revise 'action plans' with individuals as appropriate
5. Help individuals to access local services
6. Keep records and monitor progress
7. Keep in touch with individuals as they are working on changes
8. Report concerns about individuals and those who's needs cannot be met by Health Trainers to managers as appropriate

#### **Work with others/ teams**

9. Develop communications with your own and other linked teams
10. Understand the nature of, and engage with the local community
11. Work with existing groups to receive referrals from and engage with individuals with health issues

#### **General**

12. Report to Line Manager on your work
13. Manage own time and resources
14. Prioritise workload in liaison with manager
15. Participate in appraisal and learning activities

## Person Specification - Health Trainer / Health Promotion

<b>Qualifications</b>	
City & Guilds Level 3 – Health Trainer Course	Essential
Group exercise class qualifications	Essential
Level 2 coaching certificate in any sport	Desirable
Good knowledge of English	Desirable
Health and Sports Promotion background	Desirable
Full driving license	Desirable
<b>Knowledge</b>	
Understand the general ideas of health and health services, and about what can make people healthy or unhealthy	Essential
Understand the health and health services needs of the local community	Essential
Understand the idea of motivation	Essential
Understand behaviour change methods	Essential
Know how to find out about local services and to support individuals to use them	Essential
Know about local communities	Essential
Understand the ideas around making plans and sticking to them	Essential
Know your own limits of skills, competences and responsibilities and work within them and know when to ask for help	Essential
Understanding of community empowerment and decision-making.	Desirable
<b>Experience</b>	
Experience of working with local community groups in some capacity	Essential
Experience of working in a multi-disciplinary team.	Essential
Experience of planning and organising events	Desirable
Experience of planning and facilitating training sessions and	Essential

confident presentation skills	
<b>Skills</b>	
Able to talk to people face to face	Essential
Able to write down information in clear accurate English	Essential
Good at listening to people and able to get on with different kinds of people	Essential
Supportive and encouraging to people in difficult situations without making a judgement about them	Essential
Able to respect confidentiality at all times	Essential
Respectful and value people regardless of background	Essential
Able to find information to help people or guide them to others who can offer support	Essential
Able to manage own time effectively	Essential
Ability to organise work under pressure and use your own initiative.	Essential
Ability to use I. T. word processing and spreadsheet packages, email, Internet and other office equipment.	Essential
Ability to collate information and make proper use of them.	Desirable
Commitment and willingness to undertake training which will improve personal skills and enhance team performance	Essential
Ability and willingness to work evenings and weekends as required.	Desirable
Ability to speak a community language (i.e. Bengali or Somali)	Desirable