



Thank you for showing interest in working for Age UK Bromley & Greenwich. We are an independent local charity and have been working in the community to help older people for over 50 years.

With nearly 80 staff and over 250 volunteers we provide support to clients across both Boroughs.

We work in partnership with BTSE helping to deliver the Bromley Well project as well as BLG Mind working on Dementia Services and Oxleas providing Care Navigation.

Vision:

To make Bromley and Greenwich places where all can enjoy later life.

Mission:

Age UK Bromley & Greenwich will be the voice of older people in both boroughs. We will work with older people to enable, support and connect. We will promote independence and well-being.

Values:

Equality – We value diversity and strive to give equality of opportunity. We believe that the organisation and society is enriched by its diversity.

Respect – We respect the life histories of our staff, volunteers and clients. We believe in their potential and we will help to realise their ambitions.

Creativity – We encourage innovation in the solutions we adopt.

If you stand for our vision, mission and values and match the criteria in the below job specification we would love to hear from you.

A handwritten signature in black ink, appearing to read "M. Ellison".

Mark Ellison
Chief Executive

Job Title: Health & Wellbeing Facilitator

Hours: 37.5 per week

Salary: £27,105

Location: Bromley

Reporting To: Lifestyle Coordinator

Job Purpose: To support the residents of Bromley living with long-term health conditions through self-management workshops and groups.

Key Responsibilities:

- Working as a team with the Lifestyle Coordinator, Lifestyle Support worker & Community Engagement worker to organise and conduct health & wellbeing workshops while taking responsibility for the day-to-day operations of the Long Term Health Conditions Program for Bromley residents who are living with long-term health conditions.
- Help with recruiting and training of volunteer peer health mentors for condition specific support groups
- Work closely with colleagues to ensure seamless signposting and making referrals on behalf of our clients to access services such as Befriending, Adult Carers, Handyperson, nail-cutting services, Shopping etc
- Enable adults with long term health conditions to achieve better outcomes and an improved sense of well-being because of their own efforts, including understanding and improving knowledge of their own health conditions
- Provide support to adults living with long-term health conditions by using many platforms, for example, telephone, text, online and in-person support. The aim is to make positive changes for those individuals

- We offer support through groups and workshops on the following topics:
 - Healthy eating & sensible drinking
 - Physical activity, falls prevention
 - Ensuring good medical care & adherence to prescribed medication
 - How to communicate better with healthcare professionals
 - Which services to go to for further support
 - How to manage stress and anxiety
 - Understand the importance of good sleep & mindfulness
 - Learn new skills and tools to help you manage your health
 - Take charge of your health care and choose what is right for you
 - Get support from other people in a similar situation to you
- We support clients to manage their own medication employment, gain new skills behavioral changes and be the expert in their health condition
- Raise awareness among professionals through attendance at borough wide events.
- To be creative and innovative in designing new approaches to self-management.
- Seek feedback from clients to help shape future delivery of our services
- Maintain accurate client records, monitor client data and produce reports as requested

Person Specification:

Experience	Essential / Desirable
Voluntary, public or private sector experience of working with people who have complex health conditions, disabilities or age related frailty.	D
Experience of organising and managing health & wellbeing related programmes	D
Experience of organising group sessions and taking part in training and coaching	D
Engaging and encouraging hard to reach groups including BAME communities.	D
Ability to communicate with clients with sensory impairment and communication difficulties	E
Basic knowledge, awareness and understanding of range of Long Term Health Conditions, their effect on people's physical, emotional, mental and socio-economic wellbeing	E
Understanding of safeguarding procedures, health & safety responsibilities and diversity & equalities	D
Some knowledge of statutory and voluntary sector resources available for health & wellbeing of vulnerable people in the community	D
Ability to identify new opportunities to develop self management programs.	D

Person Specification:

Experience	Essential / Desirable
Awareness and understanding of Third Sector initiatives and resources in supporting people with LTCs	D
Ability to work as part of team and on own initiative	E
Experience of supervising and developing less experienced and junior team members.	D
Experience of relationship building and team work	E
Good interpersonal and communication skills, both orally and written	E
Commitment to and strong belief in the benefits of self-management	E
Flexible and adaptive attitude to the needs of the service and its service users	E
Full UK driving license	D

Holiday: 27 Days per annum pro rata (2 to be allocated over Christmas) as well as Bank Holidays pro rata

Pension: All eligible employees are automatically enrolled into our scheme with The Pensions Trust, contributions are in line with the government's minimum standards currently 5% employees, 3% employers

Hybrid Working: Consideration will be given to any hybrid working requests although it may not be appropriate for all services. This is subject to you spending a minimum of 2 days a week in your designated office for full time employees, and pro rata for part time employees.

Employee Assistance Programme: LifeWorks will provide you with a confidential programme and innovative well-being resource. It is designed to help you with all of life's questions, issues and concerns. Lifeworks offers support with mental, financial, physical and emotional well-being, any time, 24/7, 365 days a year.

This job description is intended as a summary of the main elements of the job described. They may be varied from time to time in consultation with the job holder without changing the general character of the duties or the level of responsibility entailed.

If you have any questions please contact our HR department:
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020 8315 1862