



COMMUNITY FOUNDATION

JOB DESCRIPTION

1. POST

Job title	Health & Wellbeing Lead
Hours worked per week	Full Time (35 hours per week) <i>Job share or reduced hours will be considered (Minimum 20 hours p/week)</i>
Salary	£20,821 per annum (or pro rata equivalent)
Department:	Health and Wellbeing
Other relevant information:	3 years fixed term until February 2027

2. REPORTING

Name of Manager:	Health & Wellbeing Officer
Is this position responsible for staff? If so who are they	Trainees, Volunteers and Students where applicable

About the role

This role is central to the promotion and protection of the health and wellbeing of our participants and our community, as well as making sure that we give the best possible support to participants engaging in the Foundation's health and wellbeing programmes.

Utilising funding provided by the Premier League and Professional Footballers Association (PL PFA) Fund, the role will work directly on our new family's weight management programme, 'Healthy Families, Healthy Futures'. The programme will support children aged 5-17 living with excess weight or obesity and their families. We believe the entire family is critical to supporting children and family members to achieve and maintain a healthy weight and create long term behaviour change for not only them, but for future generations.

The programme will include physical activity for children, parents and the entire family, nutrition advice and support, weight loss support, and a focus on the physical, mental, and social wellbeing of all those taking part. The role will require working in various facilities across Sheffield and surrounding areas, which includes some evenings, to provide project specific initiatives at a time and place which meet the needs of participants.

The outcomes we expect the project to achieve are:

- Improved physical wellbeing,
- Improved mental wellbeing,
- Participants feeling inspired and engaged,
- Improved confidence and self-esteem,
- Participants participate in more physical activity,
- Improved knowledge and skills (specifically on managing weight, nutrition, physical activity, healthy balanced lifestyles and understanding the complexities of obesity),



- Participants demonstrate more positive behaviours and attitudes,
- Participants participate in more community activities.

The role will also involve working across our health and wellbeing ecosystem which currently includes our Fans Fighting Cancer programme and our Mental Health Support programme.

4. MAIN DUTIES

Duties/Responsibilities	Level of responsibility	
	Direct or indirect (D/I):	
<ul style="list-style-type: none"> • Deliver the key outcomes of our new weight management programme 'Healthy Families, Healthy Futures' • To support delivery of other Health & Wellbeing Programmes (inc. Fans FC & Mental Health Support) • Design and deliver safe and effective face to face exercise and wellbeing support programmes suitable for children, adults and families with various health conditions including obesity. • To assist in the development of participants through sessional support and continuous participant communication to ensure participants are happy, healthy and engaged in our programmes. • Provide useful and effective support systems on a non-face-to-face basis, creating and using resources to meet beneficiary needs. • Be sufficient and proactive with the use of technology to better support and provide physical activity on a non-face to face basis. • To ensure that the workings of all projects are in line with health and safety, GDPR and safeguarding policies and procedures as well as promoting the principles of equality, diversity and inclusion as a whole. • To report any accidents to staff and/or participants involved in SUFC activities using MyConcern. • The role will embrace equality, diversity and inclusivity matters to facilitate a consistent, co-ordinated, and embedded approach to fairness and opportunity across the Foundation. • To engage participants of all gender identities and participants with a disability through activity that is inclusive and accessible. • To assist in the development of participants through sessional support and continuous participant communication to ensure appropriate skills, knowledge and experiences are in place to achieve relevant KPI's. • To complete regular data collection and monitoring forms e.g. registers, registration forms, equality, diversity and inclusion forms, to support tracking of participant engagements and input these into the online monitoring platform Salesforce. • Undertake quality control evaluation to ensure that not only quantitative objectives are met but also qualitative aims are achieved. • Ensure resources and equipment are appropriately taken care of and used appropriately. • To be responsible for any trainees, junior staff, work placements or volunteers under your supervision and complete performance reviews where appropriate. • Take an active role in any other duties required to deliver the outcomes and targets of Sheffield United Community Foundation. 		All Direct



5. REQUIREMENTS TO CARRY OUT JOB

Essential or desirable requirement – please indicate against each heading	E/D	
Qualifications/education required: <ol style="list-style-type: none"> 1. Safeguarding qualification* 2. First Aid qualification* 3. Mental Health First Aid* 4. YMCA Level 2 in Gym Instruction or Level 3 Personal Training or 5. Level 2 NBG coaching qualification e.g. Dance, Football, Netball, Badminton 6. Relevant exercise referral-based qualification e.g. L3 Exercise Referral (or a willingness to achieve) 7. Level 4 Cancer Rehabilitation (or a willingness to achieve) 8. Other relevant Level 4 Specialist Health Related Qualifications 9. Chair based exercise (or a willingness to achieve) <p><i>*can be achieved upon appointment of employment</i></p>	<ol style="list-style-type: none"> 1. E 2. E 3. E 4. E 5. D 6. D 7. D 8. D 9. D 	
Specialist training required: <p>L4 Cancer Rehabilitation*</p> <p>Other relevant L4 Specialist Health Related Qualifications (e.g. L4 Pulmonary Rehabilitation)</p> <p><i>*CPD budget in place for this qualification</i></p>		
Experience required: <ol style="list-style-type: none"> 1. Experience of engaging and communicating with children, young people and adults who need support with mental, social, and physical health interventions. 2. Experience of working within sport, leisure, physical activity, health, or other specialist related field and of delivering a range of physical activity and/or health intervention projects. 3. Experience of working with participants of different cultures, genders, ages, disabilities, and long-term health conditions. 4. Experience of delivering high quality physical activity and/or health and wellbeing activities with specialist groups. 5. Experience of delivering and prescribing exercise to those with complex needs 6. Proven ability to develop positive relationships and work in partnership. 7. Proven track record of delivery against outcomes. 	<ol style="list-style-type: none"> 1. E 2. E 3. E 4. E 5. E 6. E 7. D 	
Any particular aptitude/skill required:		



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<ol style="list-style-type: none"> 1. Approachable, trustworthy, and able to engage with children and adults in different ways. 2. Ability to communicate effectively and adapt your communications style to suit different audiences and methods of interaction. 3. Ability to work unsociable hours. 4. Effective facilitation skills to facilitate group activities and discussions both face to face and online. 5. Strong team player with good interpersonal abilities 6. Excellent organisational and planning skills 7. Achieve targets and respond quickly and flexibly to changing needs and demands. 8. Capacity to lead a group of people with a variety of needs. 9. IT Literate 10. Ability to work on own initiative and in high pressure situation in the community. 11. Ability to drive with access to a car. 	<ol style="list-style-type: none"> 1. E 2. E 3. E 4. E 5. E 6. E 7. E 8. E 9. E 10. E 11. D 	
Other:		
<p>The post holder’s duties must be carried out in compliance with the Club’s Equal Opportunities Policy, with the Health and Safety at Work Act 1974 and subsequent Health and Safety Legislation.</p> <p>These duties and responsibilities should be regarded as either exclusive or exhaustive and the post holder may be required to undertake other reasonably determined duties and responsibilities within the Sheffield United Football Club Group, commensurate with the grading of the post, without changing the general character of the post.</p> <p><u>Eligibility for Employment in the UK</u> In accordance with current legislative requirements the successful applicant must produce documentary verification of her/his eligibility to work in the UK and will not be allowed to start work until this has been received.</p> <p><u>Equality and Diversity</u> Sheffield United Community Foundation is committed to the principle of equal opportunity in employment and its employment policies for recruitment, selection, training, development and promotion are designed to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, religion or belief, sex, sexual orientation, marital status, age, ethnic and national origin, disability or gender reassignment.</p> <p><u>Safer Recruitment</u> Sheffield United Community Foundation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. The successful applicant will be required to undertake appropriate safeguarding checks as well as providing proof of right to work in the UK</p> <p>Application process:</p> <p>Please complete the application form attached with this job description and return to katie.glossop@sufc-community.co.uk</p>		

6. SPECIAL TERMS



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Special conditions e.g. working with hazardous substances, equipment, etc:	Working with specialist groups Working in community settings Potential of lone working
Working in different locations:	The role will require working in different locations and evening/weekends as appropriate

Completed by:
(Manager)

Date:

Signed by employee:
(when appointed or updated)

Date: