

PERSON SPECIFICATION

Department : Wellbeing, Services

Job Title : Wellbeing Adviser

Prepared by : Partnership Manager **Date** : January 2018

ESSENTIAL	DESIRABLE	MEANS OF TESTING e.g. Application Form, Presentation etc.
<p>Education</p> <ul style="list-style-type: none"> ◆ Educated to GCSE level standard or equivalent including English and Maths at grade C or above. ◆ Qualification in motivational interviewing, or equivalent transferable skill 	<ul style="list-style-type: none"> ● Motivational Interviewing Level 2 (intermediate) ● Weight management training ● Basic Nutrition training 	<p>Application form/Certificates</p>
<p>Experience</p> <ul style="list-style-type: none"> ◆ Delivering motivational interviewing and/or brief interventions, or equivalent experience ● Working with vulnerable people. ● Delivering lifestyle advice (or similar) in either one to one and / or group settings 	<ul style="list-style-type: none"> ● Working in a health or wellbeing, or public sector environment ● Working with people with learning disabilities or mental ill health ● Experience of training others/passing on skills ● Using social media ● Understanding of adult safeguarding. 	<p>Application Form/Interview/Test</p>
<p>Abilities</p> <ul style="list-style-type: none"> ◆ Active listening skills ◆ Communication: targeting delivery to a range of audiences with different levels of understanding ◆ Creativity ◆ Presentation skills ◆ Administration skills including well organised and effective time management ◆ Ability to work as part of a team. ◆ Proficient in use of IT including databases, Microsoft Word, Excel and Outlook 	<ul style="list-style-type: none"> ● An understanding of issues relating to deprived areas, including inequality and diversity. ● An understanding of issues related to disadvantaged groups e.g. people with mental health issues, carers, people learning disabilities. ● 	<p>Application Form/Interview/Test</p>

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Motivation <ul style="list-style-type: none"> • Enthusiasm for the promotion of wellbeing in individuals of all ages • Self motivated and able to work on own initiative • Able to work under pressure to meet deadlines 	<ul style="list-style-type: none"> • Willing to accept new challenges • Customer-oriented 	Application Form/ Interview/Test
Personality <ul style="list-style-type: none"> ♦ Ability to empathise with the needs of others 		Application Form/ Interview/Test
Circumstances <ul style="list-style-type: none"> ♦ Willing and able to work regular evenings and occasional weekends (with time off in lieu) when required ♦ Lone working will be required in locations across the district ♦ Willing to undertake training as required 	<ul style="list-style-type: none"> • Full driving Licence • Car owner 	Application Form/Interview
Other		
Health and Safety <ul style="list-style-type: none"> ♦ Does this post involve working with VDUs? ♦ Any manual handling involved? ♦ Any other H&S issues to be considered? 	<p>Yes</p> <p>Yes</p> <p>Lone working</p>	

PLEASE NOTE : If nothing is stated under “Essential” or “Desirable”, there are no specific requirements within that relevant criterion.

January 2018