

## ROLE PROFILE

<b>Role Title:</b>	Wellbeing Advisor
<b>Department:</b>	Retirement Living & Care Services
<b>Role Purpose:</b>	The Well Being Advisor will be responsible for the promotion of the Health and wellbeing service to our customers living within Older Peoples Services
<b>Reporting to:</b>	Scheme Manager
<b>Responsible for:</b>	Wellbeing of Customers, carrying out wellbeing assessments, liaising with other professionals
<b>Disclosure level:</b>	Enhanced DBS
<b>Role Level:</b>	<u>Frontline Manager</u>

<b>Key Role Responsibilities</b>	<ul style="list-style-type: none"> <li>• To carry out wellbeing assessments and follow up visits, which incorporate the key areas of the government Public Health Agenda. These assessments must be carried out with the full agreement of the customers involved and the actions from the assessment followed and monitored to ensure the expected outcomes are achieved.</li> <li>• To liaise on a monthly basis with Scheme Managers within your area of responsibility to develop ongoing programme of wellbeing events and activities within each scheme or locally within the community as appropriate.</li> <li>• To produce reports, records and statistics in line with the requirements of the Management Team within Older Peoples Services highlighting any areas of concern or potential further development of the service.</li> <li>• To maintain self awareness of the government and public health key yearly targets and maintain clinical awareness in conjunction with the role. You must ensure you produce on an annual basis to your manager your updated membership of the Nursing and Midwifery Council and you must always work within the profession NMC guidelines for practice and behaviour.</li> </ul>
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	<ul style="list-style-type: none"> <li>• To maintain comprehensive records on those customers who are participating in the wellbeing service and demonstrate through your records that you have facilitated and advised individuals to enable them to gain appropriate advice and support for their general health and wellbeing.</li> <li>• To ensure you follow all policies and procedures developed by Midland Heart to ensure the smooth and effective running of the service and to review and update all of these on an annual basis.</li> <li>• To attend appropriate training, conferences and meetings as required.</li> <li>• To travel between the schemes you are responsible for ensuring your overall workload is planned to ensure the cost effective delivery of the service.</li> <li>• To keep concise records and reports on all aspects of the service you are providing. To participate in the marketing of the service, the provision of information to customer magazines as appropriate and to be involved in all promotional events involving the wellbeing service.</li> <li>• To provide information and awareness sessions to agreed timescales on each scheme you are responsible for and to ensure where appropriate external statutory and voluntary organisations are utilised to support your work.</li> <li>• Promote and implement using a variety of resources alternative therapies for the customers.</li> <li>• To organise and implement wellbeing events for the customers in line with the package they have purchased from the organisation as the provider of the Wellbeing Service.</li> <li>• Organise along with other staff working at the schemes in your area an annual wellbeing day.</li> <li>• To ensure you work safety at all times in line with all of Midland Heart Policies and Procedure</li> </ul>
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<b>Education, Qualifications and Training</b>	Registered General Nurse
<b>Knowledge and Experience</b>	To have understanding and knowledge of older peoples heath conditions. Knowledge of public health Knowledge of behaviour change as a result of health issues Keen interest in Wellbeing and understanding of this Holistically
<b>Role Specific Skills &amp; Behaviours</b>	Ability to carry out health assessments with older people Able to write up and maintain comprehensive records in relation to the service Ability to plan own workload. Develop links in the community to support the delivery of the well being service Be able to communicate effectively to our customers and stakeholders Excellent written and verbal skills <b>Behaviours</b> Be able to work as part of a team Motivated to be able to work alone Understanding of and commitment to the principles of equality and diversity.