

JOB DESCRIPTION

Job title	Wellbeing and Community Navigator
Sector/Function	Learning Disability Business Unit
Department	South Warwickshire Wellbeing Hubs
Reports to	Wellbeing Hubs Manager
Grade	2

Job purpose	<p>To provide information, advice and facilitation to people with a learning disability in South Warwickshire, improving their wellbeing by contributing to the following outcomes:</p> <ul style="list-style-type: none"> • Improving emotional wellbeing • Enhancing community life and inclusion • Providing prevocational employment support • Improving physical health <p>The Wellbeing and Community Navigator will:</p> <ul style="list-style-type: none"> • provide information and advice via 1 to 1 drop in sessions • facilitate problem solving and goal setting skills through 1 to 1 wellbeing sessions including the development of individual wellbeing plans • facilitate group wellbeing workshops and contribute to improvements based on evaluation • facilitate opportunities to connect to local community and universal services • provide information and signposting to partner activities which contribute to the 4 hub required outcomes around physical health, emotional wellbeing, community inclusion and employment <p>Activity will take place in a variety of community settings where people can access a Hub, “pop up” hub and other appropriate outreach venues. Activity will also be through accessible alternatives to face to face contact via the telephone or on-line.</p> <p>The Wellbeing and Community Navigator will also provide signposting information to family carers.</p>
Key accountabilities	<p>Identify people with a learning disability who will benefit from the Hubs model and encourage appropriate use to facilitate improved Wellbeing outcomes:</p> <ul style="list-style-type: none"> • Ensure excellent community links are developed and maintained to identify and encourage referrals to hubs, 1 to 1’s, group workshops and wellbeing cloud • Pro-actively engage with partners to ensure a good range of wellbeing activities are available and accessible in South Warwickshire, to include: the LD Community team, Clinical Commissioning Group, GP practices,

	<p>Warwickshire County council, public health and other providers</p> <ul style="list-style-type: none"> • Identify, promote and action reasonable adjustments that may be required to enable individuals to access wellbeing activities in South Warwickshire • Positively promote the service by ensuring marketing leaflets, calendar of activities and other wellbeing information is engaging and accessible • Ensure that hub, pop up hubs, outreach 1 to 1's and group workshops are hosted in accessible locations and local community settings such as: GP practices, community centres, libraries and colleges • Take referrals from a wide range of agencies or self referrals from individuals and arrange one-to-one sessions • Identify, assess and manage risks <p>Provide high quality information, guidance and facilitation based on local and national evidenced based best practice:</p> <ul style="list-style-type: none"> • Effectively support the Wellbeing and Community Navigator Manager to ensure that all information provided is based on local and national evidenced based practice • Proactively contribute to the content of a Wellbeing Cloud (internet wellbeing site) ensuring it is up to date and accurate • Work with expert partners to deliver information and advice where they have expertise, such as employment to move people on gaining greater community inclusion and independence • Work with the Learning Disability team including the Learning disability nurses to connect the wellbeing model to annual health checks and specialist knowledge • Information and wellbeing activity should link closely to Warwickshire's 5 ways to wellbeing and ensure that opportunities to have motivational conversations using the "making every contact count" model are actively identified • Act as a champion in agreed key areas of wellbeing and other specialist areas (e.g. mental health, mindfulness, autism, complex needs, specific health related behaviour change approaches, 5 ways to wellbeing, making every contact count), sharing knowledge and expertise across the team • Use coaching techniques to support people either in 1 to 1 sessions or group workshops to develop a wellbeing plan, identifying changes they want to make and set goals • Support individuals to achieve and maintain their wellbeing plan • Keep in touch with individuals to review Wellbeing plans and progress • Work with groups to identify next steps and ensure better community links longer term as a result of their wellbeing plan • Ensure practice and activity related to the Hubs model is non-discriminatory and provides a safe environment for individuals who may or are accessing the service • Ensures effective signposting for family carers support
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	<p>Contribute to the development of the Wellbeing Hubs model:</p> <ul style="list-style-type: none"> • Share progress, learning and challenges at team meetings and supervision • Share ideas about how the service can be improved and developed • Act as an ambassador for Turning Point and the Wellbeing Hubs service at external meetings and develop excellent working relationships with local voluntary/community and statutory partner organisations across the social care, health, housing, education and learning, employment support and welfare advice sectors • Actively work to build knowledge of local groups and services • Pro-actively seek opportunities to improve access to the Hubs model and links to community life • Contribute to performance monitoring accurately record and report activity and results to support evaluation of the hubs model • Ensure good news stories are shared and good links with communications is established, people's stories should be shared appropriately with consent and contribute to evaluation of the service and potential development opportunities in other geographical locations. <p>General</p> <ul style="list-style-type: none"> • Manage own time effectively and identify any problems and concerns promptly with your line manager • Maintain professional boundaries with individuals • Work within Turning Point's policies and procedures • Participate in appraisal and personal development review • Partake and contribute to learning and development opportunities • Understand and comply with all health and safety requirements relating to oneself and individuals you are working with <p>Undertake any other duties within your capabilities that are relevant to the job and reasonably requested of you by your manager.</p>
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Dimensions	Direct reports	None although the role may involve supervision of volunteers
	Total staff overseen	None initially
	Internal contacts	Wellbeing Hub Manager Wellbeing and Community Navigators Members of the LD Business Unit Wider Turning Point colleagues from Mental Health and Public Health
	External contacts	<ul style="list-style-type: none"> • People using the Hubs service • Family carers/Support staff from other providers • Wider community • Local community and voluntary sector, Warwickshire County Council and NHS services

		(referrals in and out of the service)
	Planning outlook	Planning required for 1 to 1 sessions and group workshops
	Problems solved	<ul style="list-style-type: none"> • Building rapport and trust in order to engage people using the Hub service • Finding out about local groups and services • Building trust with local community groups & voluntary sector organisations • Persuading local groups/organisations of the benefits of the service • Modelling, coaching and support problem solving skills in others
	Financial authority	<p>Manage own expenses and contribute to gaining best value from resources within budgets for the Hubs service.</p> <p>£100 limit</p>

PERSON SPECIFICATION

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Personal effectiveness	Essential	Desirable
	<ul style="list-style-type: none"> • Effective communication skills with both individuals and groups • Good problem solving skills and successfully facilitates others to identify their own solutions with support • A good knowledge of health and wellbeing and factors that need to be considered to improve outcomes for people with a learning disability • Experience of working with people with a learning disability and facilitating improved wellbeing outcomes • Knowledge of and ability to use person centred approaches 	<ul style="list-style-type: none"> • Coaching skills • Facilitation or training skills in a group setting • Knowledge and application of “Warwickshire’s 5 Ways to wellbeing” and awareness of the challenges and barriers that people with a learning disability may face in relation to this approach • A good knowledge of South Warwickshire with well established connections

Technical effectiveness	Essential	Desirable
	<ul style="list-style-type: none"> • Fluent written and spoken English, basic numeracy and literacy skills 	

	<ul style="list-style-type: none"> • Managing your own time • Good IT skills • Respect confidentiality • Identify, assess and manage risk 	
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Acquired experience & qualifications	Essential	Desirable
	<ul style="list-style-type: none"> • Qualifications to GCSE level or equivalent • Experience of supporting people with a learning disability • Experience of engaging with local communities 	<ul style="list-style-type: none"> • Relevant vocational qualification this could include: social care and health, behaviour change, training • Knowledge of behaviour change methods • Knowledge of and contribution to the wellbeing and public health agenda • Experience of working with people with a learning disability to improve access to universal services and community life • Knowledge of ways to help people change behaviour and problem solve barriers to wellbeing

Other requirements	Essential	Desirable
	<ul style="list-style-type: none"> • Desire to be an active member of the Learning Disability sector and provide a good level of contribution • Ability and willingness to travel to sites as required • A willingness and ability to work unsocial hours when required • Ability to maintain professional boundaries • A clean driving licence and access to own transport (mileage is covered) 	