

Northumberland County Council
JOB DESCRIPTION

Post Title: Health Trainer		Director/Service/Sector: Public Health		Office Use	
Band: 5		Workplace: County Hall, Morpeth			JE ref: 4321
Responsible to: Senior Health Trainer		Date: June 2023	Job Family:		
Job Purpose:					
<p>Health Trainers are an integral part of the wider public health workforce, with a rapidly expanding emphasis across local government on improving the health of residents and communities by preventing poor health and tackling inequalities. Their work is informed by the wider social determinants of health, such as the social, cultural, political, economic, commercial and environmental factors that shape the conditions in which people are born, grow, live, work and age.</p> <p>The team work autonomously within the scope of their role and within legal and ethical requirements to implement strategies and policies that promote health and wellbeing. The work delivered enables individuals, networks and communities in which people live or work, an in the 'place' or locality in which people are living, to address unmet needs to improve their health and wellbeing.</p>					
Resources	Staff	Supervision and guidance of volunteers and community health champions on a regular basis, to ensure they are engaged with community networks and have the opportunity to support events.			
	Finance	<p>Regularly works with small amounts of finance to purchase provisions for sessions eg fresh ingredients for healthy cooking on a budget session</p> <p>Supports community groups with funding applications for public health initiatives up to significant amounts, as part of a public health place based approach to improve the health of residents and communities by preventing poor health and tackling inequalities.</p> <p>Work with communities to access funding by compiling smaller funding bids (up to £15,000) in support of bespoke work initiatives.</p>			
	Physical	<ul style="list-style-type: none"> • Ensures that client data is recorded on clinical management system, stored correctly processed and secured in line with departmental, NCC policies and Trust SystemOne Guidance. • Responsible for data entry, text processing and storage of data compiled by service users (e.g: food diaries). • Undertakes risk assessment for programmes of work, including clinic venues, health walks and physical activity • Facilitate group work and health trainer workshops within community group venues • Attends multi-agency locality meetings to support Northumberland Communities Together and Thriving Communities. • Ability to deal with challenging behaviour • Work with individuals with long term and life limiting conditions and safeguarding action plans. <p>Responsible for equipment and resources such as single point blood testing kits, Blood Pressure Machines, Carbon Monoxide monitors, mobile phone, laptop and secure file storage.</p>			
	Clients	<ul style="list-style-type: none"> • Members of the community, various organisations and health professionals. • Clients referred by established pathways from Northumbria Healthcare NHS Trust, Primary Care, Health Professionals and Adult Services. • Families of children who have been identified as very overweight from the National Child Measurement Programme 			
Duties and key result areas:					
Dimensions					
<ul style="list-style-type: none"> • Identifying and engaging with individuals and groups from target areas. 					

- Plan and deliver NHS Health Check National prevention programme, undertake assessments and Health MOT's that include blood pressure, height, weight and cholesterol testing to large cohorts of patients in a variety of settings.
- Plan and deliver health trainer clinics to support individuals to make informed choices about their health and wellbeing and supporting them in initiating and sustaining appropriate behavioural changes to improve their health via face-to-face clinics and telephone appointments
- Plan and deliver Tier 2 Weight Management Programme, both face to face and using virtual online platforms, ensuring all data complies with NHS Dataset requirements.
- Manage clinic appointment system and telephone enquiries.
- Deliver group work around healthier lifestyles and public health education workshops
- Helping people to find and use the right services to support health improvement.
- Identifying new referral pathways and strengthening existing ones into the health trainer service.
- To work with Integrated Wellbeing Service (IWS) staff to undertake capacity building work within new and existing community groups
- Deliver brief interventions to members of the public at local events using MECC principles and record activity on relevant systems Communications and Relationships
- Support the Starting Well Programme with pro-active phone calls and events aimed at parents of children who have been identified as very overweight from the National Child Measurement Programme
- Provide advice, instruction and training to small groups of service users and other Health Professionals.
- To develop working relationships within a variety of different organisations and teams.
- Attendance at multi-agency locality meetings to support health and wellbeing within local communities
- Represent Integrated Wellbeing Services at local events offering brief interventions using MECC principles.
- To establish new community groups around identified health and wellbeing priorities
- To work in partnership with existing community groups to support local communities around promoting healthier lifestyles

Analytical

-

Planning and Organisational

- To plan and deliver sessions to identify and engage with individuals and groups to raise awareness of lifestyle issues
- To support the delivery of the pro-active support programme for Starting Well aimed at families of children who have been identified as being above the 98th centile by the National Child Measurement Programme.
- To support individuals to develop an 'action plan' to change behaviours and sustain those behaviours, leading to more healthy choices and actions.
- To support individual's personal health plans over time and review and revise these plans with individuals as appropriate.
- To plan own work and manage own time effectively to ensure that individual targets and workload commitments are being met.
- Liaise with a variety of organisations in order maintain and develop links with the community.
- To enter all client information regularly into clinical management system.

-

Patient/Client Care

- To develop and maintain relationships with individuals and their families to educate, facilitate and promote change.
- To assess service users needs and implement the programme of care and support which has a high direct impact on their personal wellbeing.
- To support individual's personal health plans over time and review and revise these plans with individuals as appropriate.
- To signpost individuals to other appropriate services to further support their health and wellbeing needs.
- To identify and manage any risks relating to client care, particularly when performing home visits

Policy and Service Development

- To identify opportunities for developing new referral pathways and strengthening existing ones into the health trainer service, to ensure high quality patient care and choice.
- Keeps up to date with local and national policies and guidelines that impact on their role.
- Contributes to service development and improvement and takes a participatory role in implementing agreed changes.
- Participates in evaluation of activities and programmes to inform service delivery and development

Financial and Physical

- Identifies and manages appropriate levels of resources to deliver health trainer programmes and services.
- Maintains own equipment and resources and reports to the Senior Health Trainer when items need replacing.
- Carries out risk assessment of own equipment and activities
- Supports community groups with funding applications up to significant amounts, as part of a public health place based approach to improve the health of residents and communities by preventing poor health and tackling inequalities.

Human Resources

- Shares good practice with other health trainers to enable the sharing of knowledge and skills across the team.
- Demonstrates own activities to other team members to share skills and knowledge.
- Provides advice which contributes to the care, wellbeing, and education of service users.

Information Resources

- Records own health trainer data regularly, including group sessions, brief interventions, and personal health plans.
- Ensures that the clinical management system is updated with client related data, processed and secured in line with departmental and Council/NHS policies.
-
-

Freedom to Act

- Able to work independently within role boundaries and under the management and guidance of the Public Health Managers and Senior Health Trainer. There will be occasions where there will be a need to solve unanticipated problems and situations which the post holder will be expected to resolve themselves.

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.

Work Arrangements

Transport requirements:

- Travel to work sites, area offices, meetings or other venues throughout the County and region and further afield on occasion. Health Trainers work from central base and outreach clinic settings that are NCC and non NCC organisations, such as GP surgeries.

Working patterns:

May include weekends and evenings. Mainly office based but some travel required.

Working conditions:

- Mainly indoors. Occasional exposure to working outdoors. Undertaking finger prick tests and disposal of associated clinical waste and sharps.

Northumberland County Council
PERSON SPECIFICATION

Post Title: Health Trainer	Director/Service/Sector: Public Health	Ref:
Essential	Desirable	Assess by
Qualifications and Knowledge		
<ul style="list-style-type: none"> • Level 3 qualification in relevant subject such as L3 Health Trainer Qualification, L3 Community Health & Wellbeing Worker, L3 Care Certificate (Adults) or equivalent experience • Understanding of the broad concepts of health and the health services • A knowledge and understanding of the underlying determinants of health and issues facing people in communities in, particularly those in areas of multiple deprivations. Frequently those with multi-complex disadvantages • Understand and use behaviour change methods, such as motivational interviewing. • Know your own limits of skills, competences and responsibilities and work within them • Understand how people can access other key services • Knowledge and understanding of a community's needs. • Must be able to demonstrate the English language proficiency level required for this post • 	<ul style="list-style-type: none"> • Assessed for competencies to deliver NHS Health Checks <ul style="list-style-type: none"> • Trained to facilitate group weight management programmes • Knowledge of lifestyle factors that make people healthy and unhealthy • Knowledge of behaviour change methods such as motivational interviewing • Knowledge of health needs of the local community. • Knowledge of MECC principles • Smoking cessation training (or willingness to learn) • Knowledge of health, nutrition and physical activity (or willingness to learn) • Formal learning around working with clients who have long term conditions 	A
Experience		
<ul style="list-style-type: none"> • Experience of working with local community groups, health and wellbeing sector or voluntary sector in some capacity • Experience of delivering healthy lifestyle activities • Experience of working with challenging behaviour as the postholder will have some exposure to disagreeable people related behaviour. • Experience in delivering difficult messages to service users to encourage them to adopt change to improve their lifestyle and life expectancy. • 	<ul style="list-style-type: none"> • Experience of working with diverse communities and groups. • Health Champion or Health Advocate experience • Experience of undertaking health and wellbeing assessments such as blood pressure, height, weight, blood screening for cholesterol testing. 	A
Skills and competencies		
<ul style="list-style-type: none"> • Skills and knowledge for the core, clinical skills and programme competencies required to undertake NHS Health Checks which include measurement of pulse, blood pressure, height and weight, waist and blood screening for cholesterol. • Ability to work independently and as part of a team. 	<ul style="list-style-type: none"> • Ability to source and distribute information to help clients, including signposting to other services 	I

- Effective oral and written communication skills, including being able to talk to people individually or in a group either face to face or on the telephone. This can include delivery of sensitive and complicated information to a range of audiences.
- Be interested in helping people to make healthy lifestyle choices
-
- Ability to demonstrate sensitivity, empathy and compassion to the needs of the service users and carers. Being able to provide advice, guidance and persuasive skills to encourage service users to adopt change in their lifestyle.
- An understanding of confidentiality and the ability to adhere to and implement Information Governance guidelines.
- Be respectful and value people from a wide range of backgrounds.
- Ability to manage own time effectively and work independently organising own clinic caseload of clients and delivery of health programmes.
- Be able to learn from your own experiences
- Ability to document information in clear English
- Must be able to demonstrate the English language proficiency level required for this post
- Ability to be flexible in working hours (occasional weekends and evenings) and environments to meet the needs of the service.
- A professional yet approachable manner when working with clients.
- Confident in working with a wide variety of partners and have a good understanding of the range of services provided in localities
- To have good motivational skills
- Computer literacy and keyboard skills
- The ability to communicate clear and accurate, at times complex information to service users on a range of health-related issues. This information is presented to service users and has to be delivered sensitively and in a supportive manner to engage service users to adopt long term lifestyle changes for improved outcomes.
- The ability to communicate effectively with a range of staff across disciplines, grades and organisations.
- The ability to communicate with staff a variety of backgrounds where there may be barriers understanding (learning disabilities, dementia, etc).
- To be able to communicate potentially sensitive information to service users and other health professionals.
- Produce accurate written records of activities and work undertaken.
- To be able to assess and record complex client data (e.g. medication history, height, weight, blood pressure, etc) to enable assessment of a suitable individually tailored health plan.
- To support effective evaluation systems within the health trainer service

Physical, mental, emotional and environmental demands		
<p>Physical</p> <ul style="list-style-type: none"> • The ability to safely move and handle displays and equipment between clinic venues and base • There will be a requirement for periodic high physical effort such as lifting and carrying heavy event equipment. • Frequent requirement for light physical effort for several short periods during shift. • Frequent use of equipment including cholesterol screening kits, height and weight equipment, blood pressure machines. • Occasional requirement to exert moderate physical effort (eg: health walks and exercise classes) • Ability to use the keyboard on a regular basis, particularly for entering client health data onto the clinical management system, requiring high level of accuracy and precision. • Facilitates physical activity events such as health walks / armchair movement classes • <p>Mental</p> <ul style="list-style-type: none"> • Concentration required whilst undertaking client clinical assessments. • Concentration required to input client records onto clinical management system • Concentration in using the service appointment service • Able to deal with deadlines, frequent interruptions and conflicting demands, along with the ability to have lengthy periods of sensory attention • The ability to work under pressure in taking in-coming telephone calls to the service and deal with enquiries from health professionals, referrals and self-referral requests. • Lengthy periods of enhanced mental attention including full day clinics. <p>Emotional</p> <ul style="list-style-type: none"> • Regularly place significant emotional demands on the job holder with exposure to distressing or emotional circumstances (life limiting conditions, safeguarding, childhood obesity cases etc) • 		
Other		

It is an essential requirement of the role that the post holder has a valid driving licence and is either a car owner and able to use the car for work purposes or has a Trust/Council personal lease vehicle which may be used for the role. However, the Trust/Council would consider making reasonable adjustments to the role, if necessary, to enable a disabled person to undertake the role		
--	--	--

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. case studies/visits