Job description

Outdoor Health Engagement Officer

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| Salary | £27,818 pro rata |
| Contract | FIXED TERM until March 2028, 3.5 days per week. |
| Responsible to | Project Coordinator (Mid Wales) |
| Responsible for | Delivery as part of a team for ‘Awyr Iach’ (Fresh Air) Project |
| Based at | Machynlleth, Powys(Bro Ddyfi Community Hospital and the Forestry Hub, Coed Lleol – Smallwoods Office) |

## Job purpose

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| Do you work in the health/social care sector? Are you interested in nature and the outdoors, and the benefits to health and wellbeing? Do you want a role that is creative, people orientated and on the cutting edge of social prescribing in Wales? We are looking for someone to be the link, the first port of call for people to access the outdoors, working directly with other health care providers for a preventative approach to health and wellbeing.  The Outdoor Health Engagement Officer role will be to deliver as part of a team ‘Awyr Iach’, a three-yearproject serving the community of the Bro Ddyfi Community Hospital catchment and wider UNESCO Dyfi Biosphere Reserve. The project is funded by the National Lottery Community Fund and managed by Coed Lleol – Smallwoods (CL-SW), in collaboration of a wide variety of local community stakeholders.  Awyr Iach will support the health and resilience of this community and its environment. It will do this by offering an outdoor health service that is integrated and complementary to the clinical care of the hospital, engaging local organisations and volunteers in a collective effort to sustainably promote the health of people and place. This year-round outdoor health service would meet the communities expressed need to address its health challenges and protection of its environment.  CL-SW will work with project partners Biosffer Dyfi and TrydaNi as well as a community steering group including Powys Teaching Health board and PAVO. The outdoor health service will include outdoor health activities, taster days and events for all ages, such as woodland skills, arts and crafts and walking, delivered by trained Activity Leaders. Depending on the activity, people in the community will be able to access these activities informally or ‘on prescription’. The project will look to address barriers such as lack of transport by setting up a community electric people carrier linking the community to green spaces, as well as engaging people through a volunteering programme in green spaces within the hospital and at sites across the Biosffer, enabling people to take part in assisting on walks, conservation, woodland management and gardening.  **The job purpose of the Outdoor Health Engagement Officer is to –**   * Coordinate the design and delivery of the outdoor health programmes as part of the service working closely with the Outdoor Health Volunteer Officer. * Act as the day-to-day contact on the ground primarily at the hospital for service users, activity providers, community organisations and hospital staff. * Encourage and enable people to be more active in the outdoors through the provision of outdoor health activities and green social prescribing.   The Outdoor Health Engagement Officer would be supported by the Project Coordinator. Professional development training can be provided depending on candidates’ skills and experience.  **Main Duties and Responsibilities:**  **Outdoor Health Programme delivery**   * **Recruit people through the social prescribing pathway as well as informal referral routes to the outdoor health service and programmes**. This includes meeting participants to explain the outdoor health service and explore options with them, sourcing and receiving referrals through support groups and partner organisations, ensuring participants register correctly, helping and encouraging hesitant individuals to attend. * **Coordinate the outdoor health programmes as part of the outdoor health service.** This will be in collaboration with the Outdoor Health Volunteer Officer, who will design and coordinate the volunteer activities. Design will be informed by project stakeholder consultation. Work includes contracting and coordination of Activity Leaders, booking the Community Nature bus and assisting delivery where appropriate. Activities range from woodland crafts to wild swimming. * **Ensure a high standard of delivery for participants**, following CL-SW processes and policies including health and safety and safeguarding so that activities are safe and high quality. * **Publicise and facilitate community consultation meetings and events** where required to develop community led ideas for activities. This could be with the community as whole, or with a specific group, such as volunteers, hospital staff or young people as needed, working in collaboration with the Outdoor Health Volunteer Officer. * **Support Activity Leaders with site owners’ communications** regarding permissions and ensuring health and safety procedures. * **Input to project marketing planning** and liaise with the CL-SW Comms Team (Graphic Design and Communications Project Officer) to create and distribute marketing materials as per this plan to promote activities. * **Input to the development of the social prescribing pathway at the hospital** liaising with the PAVO Community Connector and Dyfi Valley Health as well as hospital and health board staff, to ensure it is functional in referrals, data capture and evaluation and used confidently by all stakeholders. * **Keep records of budget spend**, reporting to the Project Coordinator to ensure spending stays on track, and to support funding claim dates agreed with funders. * **Collect and enter confidential data from participants** ensuring monitoring systems updated. * **Input to strengthening stakeholder partnerships and preparing funding bids**.   **Project Team working**   * **Attend Project Team meetings, appraisals and training**, as well as CL-SW all staff meetings where possible to provide staff updates and peer support. * Take responsibility for own day-to-day office administration and answering queries. * Carry out any other similar duties as can reasonably be required of the post. |

## Person specification

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|  | **Essential** | **Desirable** |
| Experience | Experience of networking and working with local communities within the in the environment, health, or community development sectors.  Experience of design and delivery of community activity programmes and events.  Experience or knowledge of third sector and/or care either as a volunteer, contractor or employee.  Experience of following health and safety and safeguarding processes including creating and using risk assessments. | Experience of organising, promoting and/or encouraging participation in community consultations, events & activities, ideally those involving outdoor activities.  Experience of working with or in a social prescribing initiative. |
| Knowledge | Good knowledge of the local region and community.  A proven interest in outdoor activities for health & wellbeing.  A good understanding of social prescribing systems and processes in Wales. | Knowledge of key local contacts in the outdoor, health and community development sectors. |
| Skills and abilities | **Strong communication skills -** Ability to listen actively, build rapport, and clearly explain information to diverse individuals.  **Networking ability -** Building and maintaining relationships with various stakeholders across the community.  **Problem-solving skills -** Ability to assess situations, identify appropriate solutions, and navigate potential barriers to access.  Competence with IT and admin - A good working knowledge of Microsoft Word, Excel and email systems.  Good facilitator - Able to lead small group discussions and meetings.  **Cultural awareness -** Understanding and respecting the diverse cultural backgrounds and needs.  Welsh speaker to a minimum of Welsh Language Skills Competency Level 1 (Pronounce Welsh words, place names, department names. Able to answer the phone in Welsh - good morning / afternoon. Able to use of learn very basic every-day words and phrases -thank you, please, excuse me). A commitment to developing your Welsh language skills further. | Skilled at helping create basic publicity materials.  Experience of using social media.  Welsh Language Skills Competency Level 5 (Take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms. Express fluently and convey finer shades of meaning precisely). |
| Qualifications | Relevant degree/professional qualification or equivalent experience  Current driving licence and own car insured for work. | First Aid at Work qualification. |
| Personal qualities | Motivated, confident, committed individual  Team player, able to inspire & motivate others  Able to work on own initiative with minimum supervision.  Able to communicate with people at all levels, internally and externally.  Self-starting and proactive.  Adept at taking a person centred and caring approach in their work. | Understanding of and commitment to the principles of sustainability and inclusion. |

**Application deadline: 5pm Tues 20 May**

**Job Interview: Thurs 22/Fri 23 May**

**Email applications to: rosiestrang@smallwoods.org.uk**