



Recruitment Pack

Healthy Lifestyle Advisor

Nottinghamshire



Healthier, happier for longer, we make lives better

Contents

Contents	1
Welcome & Introduction to the role	2
Employee Benefits	2
Our History	3
ABL Vision & Values	4
Meet the ABL Leadership Team.....	5
ABL Services	6
Achievements.....	7
About the role	8
Job Description.....	8- 11
Person Specification.....	12- 13
How to apply.....	14
The closing date for this vacancy is 18 th August 2023.....	14

Welcome & Introduction to the role

Hello and thank you for your interest in the Healthy Lifestyle Advisor for our Integrated Wellbeing Service in Nottinghamshire.

ABL is an exciting fast-paced, growing community health organisation. As an experienced, CQC registered, provider of community health services, we are passionate about delivering evidence based, innovative, effective and relevant health care services in partnership with individuals, communities and stakeholders.

Employee Benefits



The infographic features the ABL logo (a heart with a pulse line) and the tagline 'abl a better life' in the top left corner. The title 'Employee Benefits' is prominently displayed in the top right. The benefits are organized into a 6x2 grid. Each cell contains a colorful icon, a bold title, and a brief description of the benefit.

Icon	Benefit Title	Description
	Birthday Day Off	We want employees to feel special as individuals and what better way to do that than giving them an EXTRA day off for their birthday
	Flexible Annual Leave Scheme	The aim of this policy is to offer staff additional flexibility, where possible, in respect of their time off from work
	Maternity Leave	Up to 3 years - 6 weeks full pay 3-5 years - 6 weeks full pay 5 years + - 8 weeks full pay
	Employee Referral Scheme	Any current employee who completes a referral will receive £150 in their pay once the referred colleague passes their probation period.
	37.5 hour working week	ABL wants to offer our employees a good work life balance and therefore from 1 st January 2023 we will be reducing the FTE weekly working hours from 40 hours to 37.5.
	Cycle to work scheme	Save money on a new bike and spread the cost. You could save at least 25% on the cost of your new bike and accessories.
	Employee Assistance Programme	You can contact Health Assured 24/7 for counselling, legal information, bereavement assistance, medical information or CBT.
	Flu Jabs	Each year in the run up to flu season you are able to claim back £10 towards the cost of your flu jab.
	Free Eye Test	Employees who regularly work on a laptop/desktop computer as part of their role, can have the cost of their eye test reimbursed and can apply for £50 towards the cost of their glasses.
	Staff Awards	Bi-Annual staff award days. Quarterly Hero
	Blue Light Card	This comes with a small cost when registering, but offers a huge range of savings in shops, restaurants, for travel and much more.
	Employee Volunteer Day	Employees are entitled to take one day paid leave to take part in volunteering activities

Our History

ABL was founded in 2009 by people who believed they could and should change the world!

As a GP and former teacher, Sheena Bedi and Denise Leslie had first-hand experience of community health services that had failed people, the very people who needed them most. The dynamic pair believed they could provide a different, more flexible approach, by combining their expertise in healthcare, education and experiences of the social and economic problems that held people back. They vowed they would find a way to support and encourage people to lead **healthier**, **happier** lives for **longer**, whatever their background. ABL was born, ABL stands for A Better Life.

ABL knew that if they put people at the heart of the services, stepped in their shoes and experienced life from their perspective then they could start to create a new approach to healthcare.

Taking services into communities; making them accessible and by removing the traditional clinical surroundings and approach, they became more engaging and responsive. By constantly assessing the ABL approach and listening to the people and communities we work with, our services became a truly responsive community healthcare offer.

ABL came to understand that a multi-disciplinary approach worked best, that by creating a shared language with a range of professionals from varied backgrounds we could support the whole person and empower them to really make a difference within their community.

To this day ABL still work and engage in this way, we are working not only to design and develop services that treat and support people who are experiencing health problems, but are dreaming up and creating effective ways that we can educate and empower people to eliminate health issues in the future.

ABL staff believe they can change the world, we all deserve 'A Better Life'. Do you hold these values dear, does our way of working resonate with you, do want to be a part of our team?



ABL Vision & Values

Healthier, happier for longer – we make lives better.

Our organisational values revolve around our passion to make all our services:

- People Powered
- Bold
- Effective
- Thoughtful

People Powered

We place people at the heart of our approach. We listen to their wider experiences and needs and work with them to co-design practical solutions to their problems.



Bold

If we do things the way they have always been done nothing will change. We are passionate about finding new approaches, employing new technologies and engaging with the latest sector research to help communities make long lasting, sustainable change.



Effective

Our success depends on our ability to transform the lives of the people and communities we work with and we pride ourselves on delivering results. Our work is evidence based and we are skilled at delivering on targets and monitoring and recording our impact for all our stakeholders.



Thoughtful

We believe in the value of reflection. By taking time to understand and reflect on 'the bigger picture', we ensure that as an organisation we keep on learning and that our staff and services keep growing and evolving.



Meet the ABL Leadership Team



Denise Leslie (BSc Hons, PGCE) *Chief Executive and Founding Director*

Denise, co-founded ABL with a passion and drive to make a difference to people's lives through innovative community-based healthcare services. Founded in 2009, in a small office in Bolton, the company now delivers positive behaviour change services across the country.



Nick Warnett (BSc Hons, PGCM) *Commercial Director*

Nick joined ABL after working in performance and quality at an NHS commissioning organisation and has experience in designing and commissioning healthcare services for hard to reach groups. Nick was drawn to ABL's passion for making a difference and having a sustained impact on people's lives.



Donal O'Donoghue (MB BCh, BAO, FRCSEd, FRCSEd (Orth) *Medical Director*

Having been enticed by the holistic vision of the company, Donal joined ABL in 2017. Donal is an experienced clinician, senior manager and former NHS medical director. With four young adult children, Donal is passionate about ensuring every child has the support they need to achieve their full potential. Since joining ABL, his focus has been on quality, governance, and performance management.



Paul Richardson (FCA) *Finance Director*

Paul has more than 20 years' experience working with PLCs, SMEs and private equity investors, in social care, construction and the fire and security sectors. Paul has director responsibility for Finance, HR and IT as well as supporting all parts of the business as member of the executive team and main board of directors.



Andy Leslie (BSc Hons, PGCE, NPQH) *Director of Operations and Governance*

Andy has extensive experience in high level management roles at comprehensive schools and academies, predominantly in deprived areas. He ensures ABL services are education and prevention-based and that interventions are based on best teaching practice.

ABL Services

Passionate about and committed to reducing health inequalities, ABL deliver a range of health and wellbeing services across the country including:

Service	Brief Description
Specialist (Tier 3) Weight Management	Multi-disciplinary support including medical, psychological and therapy, nutrition, dietetics and exercise behavior change support. For adults with BMI of 35+ to achieve and sustain long-term weight loss and provide support and referral for Bariatric surgery where appropriate.
Stop Smoking and Tobacco Control	Our stop smoking advisors support smokers for a minimum 12-week intervention. Whilst we support all smokers, we offer targeted support to priority groups including, people with long term conditions, pregnancy, young people and routine/manual workers and include pharmacotherapy.
Community (Tier 2) Weight Management	Support adults with a BMI >25-40 to take realistic, small steps to becoming more active, making positive food choices and goal setting. ABL also offer healthy weight pathways including integrated tier 2, tier 3 adult and family weight management services (in commissioned areas only).
Family Weight Management	Specialist and community family weight management for families and young people. Includes a multi-disciplinary approach with family focused support including nutrition, exercise and behavior change.
Low Calorie Diet Programme	Part of a new NHS programme which provides a low calorie diet treatment for people who are overweight and living with type 2 diabetes. The service supports people to make healthy lifestyle changes, achieving remission wherever possible. The multicomponent programme combines specialist nutrition, psychology, and physical activity support.
Intensive Personalised Support	Our IPS service take a whole family approach to supporting children and young people with a learning disability and/or Autism, who display challenging behaviours. We work with individuals and their families to understand the reasons behind behaviours and implement a co-produced behaviour support plan, with the aim of keeping the child at home and out of long term hospital stays or residential care.
Patient Participation in Prisons	An award winning service facilitating and leading quarterly health care councils in 35 prisons across the North of England, enabling patients to be actively involved in decisions about their healthcare services within their custodial setting.
Integrated Wellbeing Services	We offer realistic and practical support for people to make life long healthy behaviour changes, supporting people to manage their weight, stop smoking, move more, drink less alcohol and falls prevention.
Workplace Health	Supporting workplaces such as museums, hospitals and councils across the North West to understand health and wellbeing needs of their employees. Includes training, nutrition analysis, tailored workplace health packages.

Achievements



We've supported **over 6,000 people** to quit smoking.



We've supported **over 11,000 people** to lose weight.



Over 14,500 of our clients have increased their physical activity.



Over 16,000 of our clients have improved their mental health.



We are awards winning:
Social Impact award,
Growing Business
Awards November 2022.
HSJ Partnership Award in
2020



Co producing pioneering,
innovative research
projects across our
smoking services.



We are Investors in
People Accredited.



We are a Disability
Confident Leader.



ABL Prison Team, collecting their HSJ Partnership Award for their innovative procurement project that gave a serving prisoner a voice in the procurement process of healthcare services.

ABL team collecting their Social Impact Award .



About the role

Job Description

Healthy Lifestyle Advisor

Job Title:	Healthy Lifestyle Advisor
Location:	Nottinghamshire
Salary:	£21,040- £25,000
Hours:	37.5 per week
Type of Contract:	Permanent
Accountable/Responsible to:	Operations Team Lead
Staff Accountable to Postholder:	None

Nottinghamshire Integrated Wellbeing Service (IWS) overview

ABL Health and Nottinghamshire County Council are partnering to deliver an Integrated Wellbeing Service across Nottinghamshire called **Your Health Your Way**. This transformative service will play a central role in system change, bringing previously separate lifestyle behaviour change services together into one holistic service. It seeks to work collaboratively with communities to support the transformation of services for the local population. The service will provide integrated behaviour support for smoking cessation, weight management, alcohol reduction, physical activity and falls prevention, all embedded in sustainable behaviour change and positive wellbeing.

Role Purpose:

You will be a 'Healthy Lifestyle Advisor' for Nottinghamshire's Integrated Wellbeing Service Your Health Your Way, delivering **nutrition** and **physical activity** sessions.

You will be a motivated, passionate, organised, and proactive advisor, with significant experience working in community health programmes. You will be passionate about promoting healthy lifestyles and delivering motivational change which is client centred. You will have a background in supporting people to build their confidence and ability to make sustainable healthy behaviour changes which works for their personal circumstances.

Our team have working backgrounds in nutrition, weight management, exercise, alcohol reduction, falls prevention and smoking cessation. We offer you a full in-house training package to help you support our clients on their journey to a sustainable healthy lifestyle change and you will be required to deliver on all elements of the integrated service.

Your key responsibilities will be:

- Deliver informative and engaging one-to-one weight management programmes including healthy eating, behaviour change and exercise delivery to groups of adults in the community.
- Deliver safe personalised, age appropriate, one-to-one and group healthy eating, behaviour change and physical activity advice to children, young people and families.
- Deliver evidence-based education around healthy eating, physical activity and behavioural change as advised by ABL Health's Specialist team and in line with ABL Health's programme curriculums.
- Deliver support with a client centred non-judgemental approach using skills of positive psychology and motivational interviewing.
- Conduct client anthropometric assessments and additional psychological and/or wellbeing assessments.
- Deliver health promotion activities as and when required at a variety of localities.
- To maintain a case load of clients directing them to a variety of lifestyle interventions and monitoring their progress throughout their journey with ABL.
- Support the triage process for the Integrated Wellbeing Service, providing expert knowledge as and when required.
- Contribute to training and support of new staff and volunteers.
- Engage, monitor, and motivate service users utilising the face-to-face, website, text, telephone and digital methods.
- Undertake and complete all mandatory and additional skills training, as required.
- Working with individuals and groups using SMART goal setting.
- Keep detailed files, recording data accurately, ensuring all forms and other documentation is completed correctly and up to date in line with ABL policies and procedures.
- Have a thorough understanding of ABL Health policies and procedures.
- To engage and recruit potential clients at promotional and community events.
- Develop curriculum resources to be signed off by the specialist teams and utilised in projects.
- Contribute to ongoing service development needs.
- To be able to organise own workload in order of priority and deadline dates, daily administration tasks and other work-related activities.
- To maintain a case load of clients & support them to improve their lifestyle through accessing a variety of lifestyle interventions.
- Build community links and partnership working to encourage the service to develop specific to community needs including new referrals into the service, partner work with other community assets as directed by the project lead.
- To attend and actively participate in team and wider company meetings.
- To work with the wider multi-disciplinary team to improve and sustain health behaviours e.g., physical activity, healthy eating, alcohol reduction and smoking cessation.
- To demonstrate personal and professional development in line with ethos of lifelong learning.
- To work within the framework of clinical governance to maintain and improve patient care, quality and efficiency.

Skills and Competencies Required

- Experience of implementing and delivering behaviour change interventions within a community health environment.
- Positive and proactive in your delivery approach with the ability to motivate, engage and support individuals to achieve their targets and positive health outcomes.

- Adept in communication; A strong communicator who adapts the message to fit the needs of the audience with excellent listening skills and positive approach.
- Build strong relationships; Foster trust and cooperation among clients, colleagues, stakeholders and community leaders, to develop and sustain personal contact in order to benefit health and wellbeing of the people of Nottinghamshire.
- Value and remain open to new ideas and perspectives.

The desire to make a difference...

We are looking to change the lives and improve the wellbeing of the people in Nottinghamshire.

Standard Information

Information Governance

Employees of ABL Health must comply with the provisions of GDPR and the Data Protection Act 2018. The postholder must not; either during the course of their employment, or following termination of their employment, disclose any information relating to service users or employees, or of the lawful business practices, of the organisation.

The postholder will be required, when and where appropriate to the role, to comply with the processing of requests under the Freedom of Information Act 2000

The postholder must comply with ABL’s policies that protect the information assets of the organisation from unauthorised disclosure, modification, destruction, inappropriate access or use. The postholder will be responsible for maintaining the clinical and/or corporate records that fall within the remit of this role to the standards in ABL’s records management policies, and data quality processes and standards.

Health & Safety

Compliance with the Health & Safety at Work Act 1974 – the postholder is required to fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards, and a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions.

Safeguarding is Everyone’s’ Business

ABL has a responsibility to ensure that all children / young people and adults are adequately safeguarded and protected. As a consequence, all ABL’s employees, temporary staff and volunteers are required to adhere to ABL’s safeguarding policies / procedures in addition to local and national safeguarding policies and to act upon any concerns in accordance with them.

Smoke Free

ABL is Smoke - Free. Smoking is not permitted on any of our premises or the surrounding land

including car parking facilities.

Training

The postholder must attend any training that is identified as mandatory to their role.

The range of duties and responsibilities outlined above are indicative only and are intended to give an overview of the range and type of duties that will be allocated. They are subject to modification in the light of changing service demands and the development requirements of the postholder.

Equality, Diversity & Human Rights

It is the responsibility of every person to act in ways to support equality and diversity and to respect humanrights, working within the spirit and detail of legislation including the Equality Act 2010 and the Human Rights Act 1998. ABL is an equal opportunities employer and aims to challenge discrimination, promote equality and respect human rights.

Person Specification

Job Title: Healthy Lifestyle Advisor

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications and experience	<p>Educated to degree level or demonstrable relevant equivalent experience.</p> <p>Experience of delivering groups and/or one-to-one behaviour change for adults.</p> <p>Experience of delivering health promotion / public health interventions in community settings.</p> <p>Experience working with hard-to-reach groups and tackling health inequalities.</p> <p>Experience of working within a multi-disciplinary team.</p> <p>Previous paid or voluntary experience working with people.</p> <p>REPS qualified Level 2 Gym instructor/Group exercise award or equivalent</p> <p>Requires full UK driving licence and access to own vehicle</p>	<p>Sports Coaching qualification.</p> <p>Degree in nutrition and/or eligible to be registered as an associate or full member of the UK Voluntary Register of Nutritionists/ or degree OR in exercise, psychology, public health, other health related field.</p> <p>Experience of delivering groups and/or one-to-one weight management interventions to children, young people, and adults.</p> <p>Experience of working within a multi-disciplinary team.</p> <p>Experience of planning and delivering appropriate health interventions specific to individual requirements.</p> <p>Experience of delivering healthy lifestyle interventions to children and young people.</p> <p>Experience of working within a multi-disciplinary team.</p> <p>Completed the National Centre for Smoking Cessation free eLearning modules</p>	<p>Application Form/ Interview/ Certificates/Assessment.</p>

		https://www.ncsct.co.uk/public_training.php	
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Skills & Knowledge	<p>Excellent written, verbal, and non-verbal communication skills, with the ability to build rapport quickly with people.</p> <p>Excellent administration, record keeping and data collection skills.</p> <p>IT literate, efficient using Microsoft Office (MS Word, Excel, Outlook).</p> <p>Excellent time management and organisational skills.</p> <p>Must have a high attention to detail.</p> <p>Pro-active approach and ability to work on own initiative.</p> <p>Ability to manage stressful situations and cope in a fast-paced work environment.</p> <p>To cope with unpredictable work patterns and work well under pressure.</p> <p>To be able to work as part of a team and independently as required</p> <p>Willingness to learn and innovate.</p>	<p>Knowledge of children’s safeguarding and child protection issues and processes</p> <p>Experience of delivering parenting programmes</p> <p>Experience of contributing to the supervision of staff/ volunteers/ students</p> <p>Experience of developing public health educational materials</p>	<p>Application Form/ Interview/ Certificates/Assessment.</p>
Job Specific Requirements	<p>The ability to travel independently across the organisational footprint.</p> <p>Work flexibly and adapt to suit service need including evening and weekend work as required.</p> <p>Must be willing to undertake an Enhanced DBS check.</p>		<p>Application Form/ Interview</p>

How to apply

Application Form

As a *Disability Confident Employer*, we are committed to ensuring that our recruitment process is inclusive and accessible. If you have a disability or learning difficulty which means you are unable to complete an application form, please contact us to complete a telephone assessment. If you feel your disability or learning difficulty prevents you from completing the application form, please contact us to discuss your personal circumstances.

We are happy to accept application forms electronically or written by hand. You can also request an application form in a larger font size.

Contact Details

If you have any questions about the role or would like to discuss the post further, please contact:

NAME: Tailor Booth

CONTACT DETAILS: tbooth@ablhealth.co.uk

The closing date for this vacancy is 18th August 2023