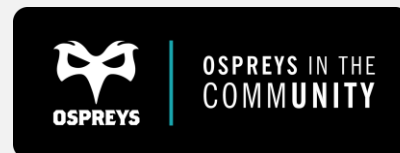


Job Description

Health and Wellbeing Officer

Ospreys in the Community



JOB DESCRIPTION	
Job Title	Health and Wellbeing Officer
Location	Swansea.com stadium with regular travel around the Ospreys region
Contractual Status	Fixed Term
Hours of work	37.5 hours per week
Responsible to	Foundation Manager
Responsible for	<ul style="list-style-type: none"> • Program planning and delivery • Support of volunteers and casual staff • Support evaluation process
Role Summary	<ul style="list-style-type: none"> • To deliver and plan high quality Health and Wellbeing activities and initiatives for Health and Wellbeing programmes including Sporting Memories, Action for Children, Walking Rugby plus any other programmes as required.
Key Relationships	<ul style="list-style-type: none"> • Ospreys staff, management and players • Ospreys in the Community Trustees • Key Stakeholders • Key public-sector and third sector organisations • Key operational partners
Key Responsibilities, Tasks and Activities	<ul style="list-style-type: none"> • Work with the Lead Officer to develop and deliver engaging sessions. • Plan and deliver Sporting Memories sessions with Sporting themes relevant to local and world sporting calendars. • To plan and deliver sessions in support of Action For Children programmes. • Help with the delivery, support and recruitment for the Walking Rugby Project. Supporting the delivery of sessions, mentoring coaches and establishing a sustainable environment for clubs to continuing to deliver Walking Rugby. • Ensure activities are delivered in a healthy and safe environment and that all equipment is correctly set-up, returned and stored. • Support with recruitment of participants on to all Health and Wellbeing programs by developing and maintaining a strong relationship with referral organisations. • Regularly review sessions and programme content, to ensure continuous improvement and a high standard of delivery. • Complete all required administration, monitoring and reporting to a high standard. • Provide appropriate mentoring and support to volunteers. • Work with the Lead Officer to develop health and wellbeing resources and contribute to any necessary changes within the programmes. • Develop effective working relationships with all Ospreys in the Community staff wider Ospreys team and partners. • Work alongside other OitC staff and volunteers to deliver a range of sessions.

JOB DESCRIPTION	
	<ul style="list-style-type: none"> •
Continued Professional Development	<ul style="list-style-type: none"> • Ospreys in the Community are committed to providing CPD for the post holder. We expect the post holder to undertake available training courses and research to enhance personal knowledge, skills and experience.

PERSON SPECIFICATION	
Experience	<ul style="list-style-type: none"> • Experience of facilitating and delivering health and wellbeing activities. • Working with the key issues faced by an ageing population. • Supporting and guiding volunteers • Experience of working in a community development setting
Skills & Qualifications	<ul style="list-style-type: none"> • IT Skills, specifically Microsoft Word, Excel and PowerPoint • Understanding of wider issues relating to sport, health and education • Knowledge of Mental health, dementia, depression and loneliness • Valid driving license desirable • Welsh Language desirable
Key Competencies	<ul style="list-style-type: none"> • Planning and Organising • Building Relationships • Written and Verbal Communication • Team Work • Innovation and Creativity • Curiosity and the ability to learn • Strong self awareness and professionalism • Problem Solving and Resilience • Compassion and Empathy