**Lifestyle Advisor**

**Job Description**

**Responsible To:** GP Support Services Manager

**Responsible For:** Volunteers

**Location:** Droitwich & Ombersley GP Practices

Evesham, Broadway, Bredon and Inkeberrow (EBBI)

Worcester City

Wyre Forest

The Rurals (Tenbury, Great Whitley & Knightwick)

**Overall Purpose**

Based within specific GP practices including Droitwich and Ombersley, EBBI, Worcester City, Wyre Forest and The Rurals, work with individuals to identify and modify health risk related lifestyle behaviour to reduce health inequalities and reduce longer term demands on care. Where appropriate set up and facilitate group support providing participants with the opportunity to give and receive support from people facing similar problems, share successes, struggles and experiences and build confidence and self-belief.

**Key responsibilities:**

1. To manage the referrals process encouraging and promoting referrals from a wide range of health and social care professionals as well as self-referrals to ensure broad use of the lifestyle service
2. To provide personalised one to one support to individuals to take control of their health and wellbeing and improve their health outcomes
3. To carry out a lifestyle assessment to establish the most significant area(s) to focus on
4. To co-produce a personalised plan to improve health and wellbeing, setting achievable goals and steps to achieving the agreed outcomes
5. To record and measure health behaviours and outcomes appropriate to the specific goals set, e.g. BMI, GPPAQ, AUDIT-C, WEMWEBS, smoking status
6. To upskill, share knowledge and provide information and guidance regarding lifestyle behaviours including healthy eating, physical activity, alcohol consumption, smoking and mental wellbeing
7. To facilitate group sessions and workshops enabling peer led community groups to support sustained behavioural changes
8. To work closely with the social prescribing services to allow service users to be supported to address not only lifestyle behaviours but the wider determinants of health that may have led to harmful lifestyle choices
9. To manage and prioritise caseload, in accordance with needs, priorities and urgent support required by individuals
10. To refer people back to other health professionals/agencies where appropriate, recording and monitoring referrals to other NHS and social care services to evaluate referral routes and the effectiveness of a system wide approach
11. To work with commissioners and local partners to identify unmet needs within the community and gaps in community provision
12. To build effective relationships with key staff in GP practices, attending relevant meetings and becoming part of the wider network team, giving information and feedback on the lifestyle service
13. To work in partnership with other local agencies to raise awareness of the lifestyle service and social prescribing and to promote the service and its benefits widely
14. To seek regular feedback about the quality of services and the impact of the lifestyle service, preparing and providing both written and verbal feedback and reports on performance
15. To work with the Onside Volunteer Manager to recruit and support volunteers to facilitate, engage and mentor individuals to access community groups and services to build independence, self-confidence and resilience in achieving and maintaining their lifestyle goals
16. To use appropriate systems for data capture, case management, feedback and reporting, to include EMIS, adhering to data protection legislation and data sharing agreements
17. To work as part of the team to seek feedback, continually improve the service and contribute to business planning

**Other Responsibilities:**

* Provide mentoring on a one-to-one and group basis as required
* Work with service users’ families to provide information, advice and guidance to enable them to access other appropriate support and services
* This role will involve working in different locations, and will require you to travel across the county including isolated rural areas. The ability and means to travel independently within Worcestershire is essential.
* There may be occasional evening and weekend work which will be considered as part of your normal working hours.

**In addition, all Onside employees are expected to:**

* Work within the organisation’s stated principles and values, adhering at all times to the organisational policies, procedures and guidelines
* Demonstrate a commitment to equal opportunities, social inclusion and individual empowerment
* Show a commitment to personal, professional and organisational development.
* Contribute to organisational promotional and networking activities.
* Work flexibly and co-operatively with colleagues to support the needs of the organisation and assist with wider social prescribing services as required

**Onside People:**

* are **passionate** about what they do
* **value difference**
* are **creative** in their approach
* are committed to **fairness and justice**

While the job description provides the main duties and responsibilities for the position, it is not definitive and employees are expected to carry out any additional duties compatible with their skills and abilities. The above may be subject to change and alteration from time to time with the prior agreement of the job holder.

Signed………………………………………………....Date...........................................................

Print Name …………………………………………………