

## Health & Wellbeing Coordinator

<b>Contract type:</b>	37.5 hours, permanent.
<b>Salary:</b>	£27,396
<b>Reports to:</b>	Health & Wellbeing Manager
<b>Location:</b>	Willie Maddren Centre, Riverside Stadium, Middlesbrough
<b>Working arrangements:</b>	09:00-17:30 Monday to Friday  Evening and potential weekend work required to support the programme delivery, Middlesbrough FC men and women's match days.
<b>Benefits:</b>	25-days holiday per annum plus bank holidays  Health Cash Plan and Employee Assistance Programme through Health Shield  Flexible working arrangements  20% discount at Middlesbrough FC Retail Shop  Cycle to Work Scheme  Equipment such as laptop, mobile phone, and branded kit  Free on-site parking at Foundation sites  Learning and Development support  Employee of the Month and Core Values Awards  Priority access to Middlesbrough FC Men's and Riverside Stadium concert tickets

### Overview

Working closely with the Health and Wellbeing Manager you will work collaboratively in the health **team** to coordinate the delivery of the Middlesbrough FC Foundation's health and wellbeing provision aimed at adults through physical and mental wellbeing delivery. You will be responsible for leading on the management, coordination and delivery of sessions with local beneficiaries. This will include monitoring and reporting against key performance indicators (KPIs) and outcomes and coordinating a team of delivery staff to deliver the activities. You will also ensure that a high-quality range of activity are offered whilst also providing **inspiring** opportunities and experiences for people within Teesside. In addition, the role will also have occasional front-line delivery responsibility, engaging with local people.

At the Foundation, we are committed to living and embedding our core values in how we deliver our activity and interact with our partners and colleagues. You will **inspire** your team to deliver a dedicated and **inclusive** health offer to underserved adults, mitigating barriers which impact on their personal, social, emotional and physical development, **inspiring** them into further pathways and reducing health inequalities.

A key strategic objective is our commitment to the future, and as a Foundation we are committed to safeguarding, welfare, and inclusion. Promoting safeguarding and welfare of participants and employees is everyone's responsibility and employees and volunteers are expected to share this commitment. Alongside the Club, we are committed to an equality, diversity, and inclusion (EDI) as highlighted by our RiversideBySide initiative. The Foundation is a place where inclusion is a core value and where everyone can be themselves in an environment where they feel safe and included, including being a Disability Confident Leader. We are working to diversify our workforce, particularly by gender and ethnicity.

### **The role**

- Coordinate and manage the delivery of the physical wellbeing programmes and other initiatives, including developing and rolling out a delivery plan.
- Coordinate and manage the delivery of the mental wellbeing programmes and other initiatives, identifying ways to expand the programme and attract further funding.
- Build strong relationships with a range of partners including the NHS, local Primary Care Networks You've Got This, Teesside University and Catalyst
- Manage overall programme budgets, working with the Health and Wellbeing Manager and Senior Operations Manager to secure grants to develop a sustainable programme.
- Promote an inclusive approach to engagement, providing opportunities for all people who need the support to engage including liaising with the various Foundation equality, diversity and inclusion leads.
- Consult with the Designated Safeguarding Officer to understand, support, apply and promote the complex safeguarding and risk requirements of delivery
- Working with the Data and Impact Coordinator and Communications Manager to review and analyse programme performance to ensure delivery is on track and to best communicate the impact of the Foundation programmes on participants.
- Demonstrate a strong commitment to inclusive practices, adapting resources and engagements to ensure equal opportunities for all.
- Promote the vision, mission and core values of the Foundation

### **Person Requirements**

#### **Essential**

- Experience of engaging with adults, with experience of working within a community setting.
- An understanding and passion for improving the ability, opportunity and dignity of disadvantaged people and under-represented groups or individuals in our communities
- An excellent knowledge and understanding of safeguarding.
- A satisfactory enhanced DBS check will need to be completed
- Experience in project management
- Excellent verbal and written communication skills and an ability to adapt communication methods to best engage within a variety of settings
- The ability to work effectively towards achieving set KPIs and outcomes and experience of managing budgets

- Commitment to supporting match days on occasion.
- A valid driving licence, with access to own transport with business insurance with willingness to travel within Tees Valley and be eligible to work in the UK
- Strong administrative, organisational and IT skills

### **Desirable**

- An understanding of how to measure impact
- Knowledge of local delivery partners, locations and facilities who can support the programme Dementia Friendly training or equivalent Disability and inclusion qualification and/or experience UKCC Level 1 sports coaching qualification or above
- Emergency First Aid qualification and The FA Safeguarding or equivalent qualifications

Middlesbrough FC Foundation is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity. The Foundation is also committed to the safeguarding of vulnerable groups.

If you want to learn more, please contact the Health & Wellbeing Manager on 01642 757654 or [recruitment@mfcfoundation.co.uk](mailto:recruitment@mfcfoundation.co.uk)