



BEACON

Wolverhampton Road East, Sedgley, WV4 6AZ

Job Title:	Health and Wellbeing Support Officer
Salary:	£8.37 per hour, rising to £9.77 when leading activity sessions
Responsible to:	Adult Social Hubs Manager
Location:	Sedgley
Hours of Work:	30 hours. Flexible working will be required.

Overview

Beacon was established in 1875 with its charitable aim: ***To promote the relief of visually impaired persons.***

Working with its stakeholders, Beacon has developed Ambition 2025 as its long term Vision, the strategic objectives are:

1. Ensure core products and services stay relevant and respond to changing needs and demands.
2. Maximise the opportunities afforded by technology developments.
3. Grow the business in terms of turnover, products and services and operating area.
4. Resilience and strengthen the income base.
5. Raise the profile of the issue (sight loss) and its impact on society.

The post holder will be responsible for supporting the day to day running of the social hub within the Sedgley Beacon centre. They will be part of a team of officers that provide inspiration, support and care for Beacon clients to enable their safety and independence as far as possible.

They will also support wider Health & Wellbeing programmes across Beacon's operation to ensure a person-centred integrated approach.

Main responsibilities of the role:

1. To support clients to engage with Beacon Health & Wellbeing programmes and activities within the Sedgley Adult Social hub.
2. To assist with the welcoming and registration of clients including, completing registers and taking payments as required.
3. To develop and deliver activities and sessions to support client's engagement and development, in conjunction with colleagues.
4. To provide supervision and guidance to clients during their attendance at the hub, supporting them to develop their independence and confidence.
5. To provide support with lunch breaks as required.

6. To assist with personal care when needed, including guiding clients to the toilets.
7. To collaborate with clients and colleagues to plan trips away from the centre and accompany clients on these trips and engage in activities.
8. To provide guidance and support to volunteers and placement students and in conjunction with Adult Social Hub Manager and colleagues input into the design of roles and programmes for them.
9. To ensure the highest standards of Health & Safety, complying with Beacon policies and procedures and as required supporting in the occurrence of any accident or incident including providing first aid and completing relevant reports.
10. As required providing support for other aspects of Health & Wellbeing provision.

Experience and Knowledge

Essential

- Experience of working with people with disabilities or vulnerable adults.
- Experience of planning & delivering activities.
- Excellent people skills and an enthusiasm for supporting the development of confidence and independence.
- A team player and able to work alongside various different roles.
- Self-motivated with ability to motivate others.
- Knowledge of Health and Safety, First Aid and Equal Opportunities.
- IT literate.
- Able to meet an enhanced DBS check.

Desirable

- Experience of working with people with visual impairment.
- Worked in a similar environment.
- NVQ Level 2 in Care.
- Rehabilitation Qualification.
- Experience of working with volunteers.