

SOUTHMEAD DEVELOPMENT TRUST



Job Description

Post: Social Prescribing Deputy Manager

Job Purpose: To support with the development and implementation of social prescribing across North Bristol – holding a case load and also line managing Link Workers. To identify innovative and creative models of service delivery involving partnership work with key local organisations, alongside developing strong working relationships with GP practices and other key agencies. The split between 1:1 participant work and line management will be approximately 40:60.

Responsible to: Social Prescribing Manager

Salary: £25,704 - £28,379

Hours: 37 per week (Full Time)

Roles and Responsibilities

- To support the social prescribing Manager with the development and implementation of social prescribing across North Bristol - working with local GPs, PCNs, Mental Health providers, Community Health providers, VCSE organisations and community groups.
- To line manage Social Prescribing Link Workers, creating the conditions for personal and professional development, encouraging difficult conversations and feedback. This includes being responsible for Link Worker continuous improvement e.g. using observations effectively to develop the team and providing leadership around safeguarding.
- To lead on specific projects or programmes of work, as agreed in collaboration with the Team Leader.
- To lead on the strategic relationship with PCN directors in specific PCNs, including PCN-specific service development and demands.

- To work alongside other Southmead Development Trust teams to ensure joined-up working and effective external partnerships.
- To encourage and work to embed community development principles such as strength based working and participant involvement in project development.
- To ensure that asset maps relating to activities and support across North Bristol are developed comprehensively and regularly updated.
- To develop and facilitate the growth of the 'structured programmes' that Link Workers refer participants to, alongside using and promoting an asset based approach to community development.
- To deputise for the Social Prescribing Manager at relevant meetings, and to lead on team or other staff meetings as appropriate.
- To be involved in developing external funding bids – particularly around ensuring there are suitable and sufficient groups, activities and support across North Bristol. To ensure this is done in partnership with other local organisations to avoid duplication and to best meet the needs of local people. This will also include oversight of small pots of funding that are secured.
- To monitor, evaluate and report on project outcomes and delivery of activities, ensuring reporting is of a high quality.
- To hold a caseload as a Social Prescribing Link Worker (see Appendix 1: Social Prescribing Link Worker Job Description for details on this aspect).
- To proactively look for synergy and ways to join-up delivery between other VCSE organisations.
- To support with recruitment of new team members, including shortlisting and interviewing.

General Duties:

- To comply with all Southmead Development Trust's policies and procedures.
- To promote good equal opportunities practices and to take positive steps to counter discrimination however and wherever it occurs.
- To represent Southmead Development Trust's values at all times.
- To maintain a professional attitude and conduct at all times.
- Have a flexible approach to working which will include evenings and weekends.
- To participate in training, professional development and team meetings as required.
- Any other duties as and when required.

Person Specification

Post Title: Social Prescribing Deputy Manager			
	ESSENTIAL	DESIRABLE	EVIDENCE
Qualifications	<ul style="list-style-type: none"> Educated to a minimum of level 3 (E.g. A levels, NVQ3) 	<ul style="list-style-type: none"> Relevant health or wellbeing related qualification 	CV and cover letter
Experience	<ul style="list-style-type: none"> Experience of working holistically, on a one-to-one basis, with individuals with poor mental health and wellbeing. Experience of successfully developing and managing collaborative community-based health and wellbeing interventions, including successfully achieving targets, producing reports and working to deadlines Experience of outreach, engagement and working directly with participants to develop and inform service delivery. Proven experience of supporting, motivating and managing staff and volunteers. Experience of implementing monitoring and evaluation systems and reporting to funders and other stakeholders. Experience and enthusiasm for social and holistic models of healthcare. Experience and enthusiasm for supporting people using a preventative approach. 	<ul style="list-style-type: none"> Proven track record of working successfully with health providers and community groups to deliver measureable improvements in health and wellbeing outcomes Experience of submitting successful funding bids for community based activities. 	CV and cover letter Interview
Specific Skills/ Knowledge	<ul style="list-style-type: none"> Genuine passion, empathy and desire to support people to lead healthier and happier lives. Team-working skills; able to work in a flexible, collaborative and supportive manner. 	<ul style="list-style-type: none"> Up-to-date knowledge of developments in the public health and clinical (NHS) landscape 	CV and cover letter Interview

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	ESSENTIAL	DESIRABLE	EVIDENCE
	<ul style="list-style-type: none"> • Evidence of effective written, oral and inter-personal skills, including presentation and consultation. • Excellent organisation, planning and project management skills. • Excellent interpersonal, relationship and communication skills to work with a range of stakeholders and diverse communities. • Ability to deliver group workshops and one-to-one support sessions presenting complex information in a simple way to a wide range of audiences. • Excellent IT skills, including word processing, spreadsheets, email, web research and presentations. • Understanding of health inequalities and knowledge of community based interventions that support people to lead healthier and happier lives. 	<ul style="list-style-type: none"> • Up-to-date knowledge of local community-based provision. 	
Other	<ul style="list-style-type: none"> • Motivated with an ability to creatively problem solve. • Capacity to work under pressure and adapt to changing work levels. • A willingness to undertake any other duties commensurate with the post. • Willingness and ability to work outside normal office hours and across multiple sites. 	<ul style="list-style-type: none"> • Knowledge of Southmead, North Bristol or a similar area and the issues facing local people. 	CV and cover letter Interview