

# Wellbeing Coordinator

Birmingham, UK

We are looking for a team of wellbeing co-ordinators to join our Birmingham team. If you want to support adults in Birmingham be the healthiest, happiest versions of themselves, then we cant wait to hear from you.

We have a strong sense of who we are and who we want to be, this is embodied in our 5 ways of being:

## Our Values

<b>BE REAL</b>	We are genuine, authentic, transparent, and have integrity
<b>BE PASSIONATE</b>	We are who we are and won't hide our passion for what we do
<b>BE INNOVATIVE</b>	We are creative and love to explore new ideas
<b>BE EMPOWERING</b>	We are supportive and help people to make great choices
<b>BE COURAGEOUS</b>	We are brave and bold and live the values we believe in

## What's the role?

In two words: Helping people! More specifically, we are looking for wellbeing coordinators to support adults to make healthy changes. You will be part of a dynamic team who deliver 1-1 and group services to support individuals and work with them to develop a personal plan, which may include changing their habits, increasing activity, seeking support that is bespoke to them and signposting them to partner organisations.

We are particularly looking for local people who want to support their communities.

## The important stuff: Title, dosh, hours

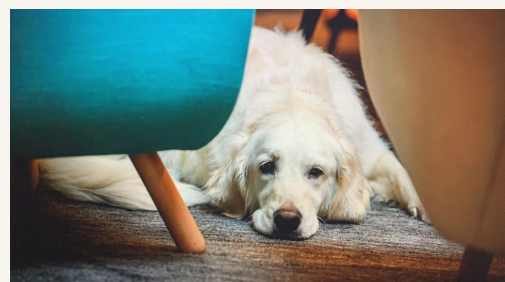
<b>JOB TITLE</b>	Wellbeing Coordinator (LD)
<b>HOURS</b>	Full time (40 hours per week) and part time available, including some evenings (hours will be flexi-time)
<b>SALARY</b>	£21,000-24,000 per annum FTE
<b>LOCATION</b>	Mixture of home based and working in communities / office base in Birmingham

## What will you do if you get the job?

- Support the recruitment of individuals to our interventions by working with key local stakeholders/partners and attending local events
- Empower individuals in both a 1-1 and group environment to understand their needs and co-create a plan with them that supports their health and wellbeing through our brief intervention programme (P.S we will provide training and support to do this)
- Help us create a database of local and national support available for individuals
- Support individuals by referring and signposting to local services, events and activities
- Ensure individuals continue to make and maintain healthy changes after their experience with us
- Support the delivery of training for professionals and the delivery of BeeZee Masterclasses
- Co-ordinate the booking of venues and physical activities interventions
- Help us to achieve our contract aims and support local people
- Input data and manage caseloads of individuals using our online data system
- Contribute to a positive working environment to help the team thrive and innovate and use new ideas (a good sense of humour is a must!)

## Why is it great working with BeeZee Bodies?

- Doing work that is meaningful and helps change peoples lives for the better
- Be part of a growing and vibrant organisation who love to innovate
- Work with a team that will support you to do your job to the best of your ability
- Have a chance to take part in fun work place activities and challenges
- Access our employee assistance programme (counselling support etc)
- Take part in our daily workplace health (everyone gets a 20min paid break)
- Quarterly away days and training week
- We believe in supporting your development so want to help develop your skills with regular and diverse CPD
- Innovative work spaces with standing desks, cycling desks and other physical activity equipment
- 4.8 out of 5 Glassdoor.co.uk Rating
- Be part of our Pension scheme
- Dog friendly offices
- Access to our bike to work scheme
- Monthly 1-1s with your line manager
- Tea, coffee and fruit on tap! Yum



# Criteria for this post:

	Essential	Desirable
<b>Qualifications</b>		
A health, social care, counselling or other relevant professional or academic qualification		♥
<b>Experience</b>		
Experience of delivering 1-1 support	♥	
Experience of facilitating group sessions		♥
Experience of handling and entering data		♥
<b>Skills</b>		
Empathy combined with a genuine desire and commitment to improve the quality of the lives of people	♥	
A resilient, non-judgmental, sensitive approach to working with and motivating our service users.	♥	
IT literate especially working knowledge of Microsoft Office	♥	
Excellent organisational skills to manage and prioritise workload, anticipate needs and work on own initiative and as part of a high functioning team.	♥	
Ability to manage a complex caseload.		♥
Fluent in English with excellent spoken English	♥	

## Personal Attributes

Essential

Desirable

Confident, self motivated, passionate, flexible, adaptable and creative.



Able to respond positively to new situations



Ability to reflect and appraise own performance and that of others



Ability to travel around Birmingham



## Our policy:

Beezee Bodies is committed to being an inclusive employer, we welcome applications from the local community. BZ believe the greater the mix of people that work for us means the greater the mix of skills, experiences, perspectives and ideas we can be inspired by!

As an **inclusive employer** we:

- work to ensure our employees are representative of wider society
- develop policies and practices that guarantee people are treated according to their needs

**This role is subject to a full DBS disclosure.**

## How to apply:

Send your CV with a covering letter that answers the following 5 questions to [recruitment@beezeebodies.co.uk](mailto:recruitment@beezeebodies.co.uk)

1. Where did you see this advert?
2. How do you meet the qualifications, experience and personal attributes criteria listed above
3. Why would you want to work at BeeZee Bodies and do this job?
4. What would be the first thing dogs would say to their owners if they could talk?

The closing date for this post is **Friday 24th December 2021** with interviews taking place the following week.

If you have any questions, please email [recruitment@beezeebodies.co.uk](mailto:recruitment@beezeebodies.co.uk)