

## Job Description: Wellbeing Coach

**Reports to:** Wellbeing Lead

**Responsible for:** N/A

**Salary:** £24,822

**Job Summary:** As a wellbeing coach you will apply coaching principles to support people to identify goals, overcome social problems, build skills and develop self-care and wellbeing strategies.

This will be a new and crucial role at the heart of our new mental health Living Well/Derby Wellbeing service delivery.

As a Wellbeing coach, you will be part of the VCSE (voluntary, community and social enterprise) workforce embedded within the Living Well team for the Living Well Derbyshire / Derby Wellbeing Service.

As a member of the team, and working alongside partners, the role will entail engaging and supporting people within their local community.

You will provide coaching and recovery guidance to individuals and their families receiving mental health services.

You will receive appropriate support to enable you to feel empowered to fulfil this role.

### Duties

- Manage a caseload of individuals with mental health needs.
- Provide coaching support to individuals on a 1:1 or group basis.
- Support individuals to capture their goals and co-design a journey of support.
- Encourage individuals to feed back on their experiences.
- Provide emotional and practical support to individuals - building confidence and skills, and developing their ability to self-manage their mental wellbeing.
- Connect individuals to appropriate interventions e.g. housing advice, debt support, education etc.
- Coach people to plan and set their own goals and support them to identify possible solutions to the problems they are facing.
- Work as part of the multi-agency team to receive and share information within the team in order to safeguard individuals and support them to work towards their goals and aspirations. Attend huddles & Multi-disciplinary team meetings (MDM's)
- To maintain accurate information systems of records and activities, complete data sheets and monitoring and evaluating data.
- Organise and facilitate group-based workshops and activities, ensuring self-help and peer support groups cover a flexible timetable.
- Support service design, co-production, development and improvement, ensuring quality is maintained throughout.



- Develop appropriate resources and materials for the service.
- Develop local knowledge of safe accessible places within the community that people can connect with.
- Establish and maintain links with other community networks.
- Working with relatives, carers and visitors to educate them about mental health conditions.
- Effectively support delivery of the new Living Well / Derby Wellbeing approach.

### **General**

- Maintain appropriate records of contacts and actions.
- Provide narrative and statistical reports as required.
- Be proactive in addressing issues of equality and diversity within own working practices.
- Work in accordance with the policies and procedures.
- Be responsible for own health and safety and that of others.
- Be committed to own personal and professional development.



## PERSON SPECIFICATION: Wellbeing Coach – Living Well Derbyshire / Derby Living Well

The ideal candidate will have the following:

### Experience

#### Essential

- Has experience working with individuals with mental health needs - including serious mental illness.
- Genuinely cares about making a difference through coaching principles, and is motivated to improve mental health outcomes for people.

#### Desirable

- Has experience managing caseloads.
- Coaching individuals to develop an understanding of their own recovery.

### Knowledge and Understanding

#### Essential

- Has a sound knowledge of the identification of risks and safeguarding procedures.
- Managing complex and confidential information with absolute discretion and a high degree of personal integrity.
- Knowledge of mental health difficulties and the impact on functioning.
- An approach that is non-directive, strength-based, recovery focused and person centred.
- Has knowledge and understanding of professional boundaries in the workplace.

#### Desirable

- Understand the benefits of working in a multi-agency team.
- Awareness of local community support network and provisions.
- Community approach to supporting individual's wellbeing.
- The importance of Wellbeing Coaching in Mental Health to motivate & encourage people in their recovery.
- Willingness to learn more about the mental health systems, trauma informed care, safeguarding, confidentiality.
- Awareness of social and cultural factors that may impact on access to support.

### Skills and abilities

#### Essential

- Able to work collaboratively to identify and work towards individual's goals.
- An ability to reflect on their work and make effective use of supervision.
- Proficient in essential IT software.
- Has good communication skills and is willing to work as part of a team.



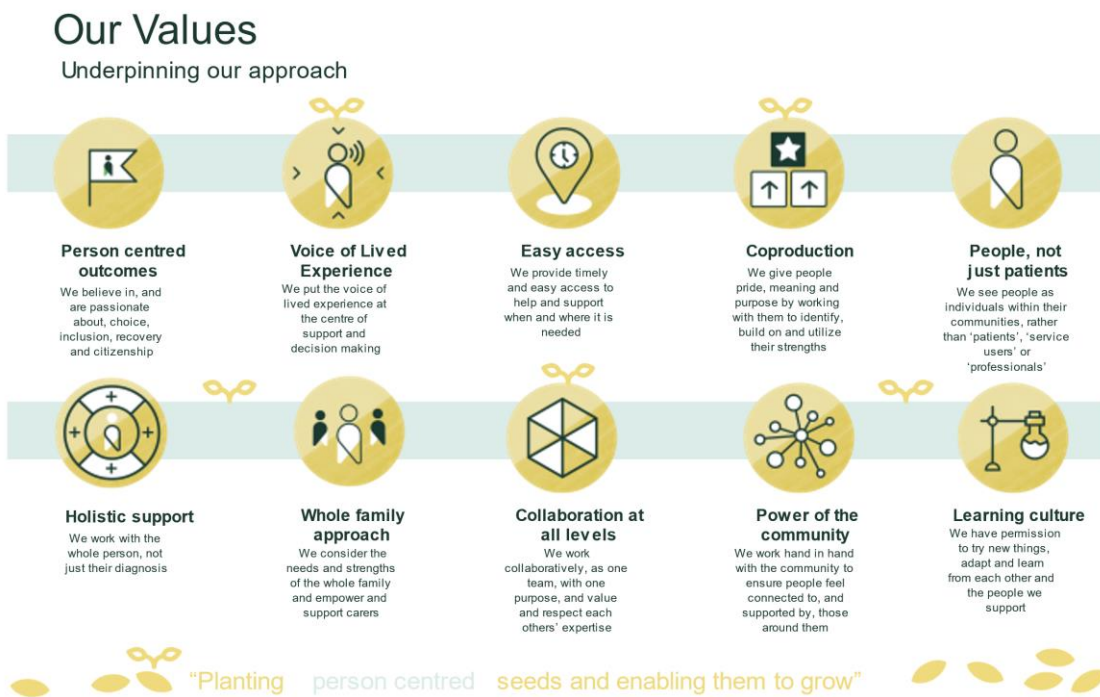
- An ability to balance the various demands of this role. For example providing support, promoting people’s rights, facilitating conversations, working within a multi-agency team in a variety of settings.
- Ability to travel across the local area.
- Able to work with other organisations and services.
- Ability to build positive, professional, relationships.

**Desirable**

- Group and workshop design and facilitation skills.
- Coaching skills in a strengths-based approach.
- Person centred focus, active listening, empathy, non-judgemental.
- Develop community connections and ability to work with local community.
- Understanding recovery approaches.

**Values and attitudes**

Living Well /Derby Wellbeing values:



Values of employing organisation:

- **Communicate:** We will be consistent, positive, passionate and listen.
- **Ownership:** We will be accountable, make a difference, meet deadlines, keep promises and have solutions.
- **Respect:** We will be honest, work with integrity, trust each other, be fair, tolerant and stand for equality.
- **Effective:** We will deliver quality, focus on detail and be professional.