**Job Description**

**School-Aged Health Improvement and Prevention Service – CAMBRIDGESHIRE**

**Youth Health Improvement Co-Ordinator (place based) – CAMBRIDGE CITY**

**MAIN PURPOSE**

The overall aim of the service is to create environments that support young people to improve and maintain their health and wellbeing via health promotion, education and intervention.

The Service supports improvements in outcomes for children and young people across Cambridgeshire. The post holder will be responsible leading and co-ordinating the delivery of preventative health promotion and education across a designated cluster of schools and community settings, ensuring safe, effective and equitable services. The work will focus primarily on:

* Vaping, through the delivery of Catch Your Breath workshops
* Sexual Health and the C-Card Scheme
* STI information, awareness and testing

The role may also require the co-ordination and delivery of other sessions as agreed with schools and community settings. These may include:

* Tobacco and smoking
* Physical activity and the effects of inactivity
* Healthy Eating
* Positive wellbeing

**SUMMARY OF RESPONSIBILITIES AND DUTIES:**

* Work with a team of co-ordinators to ensure the safe, effective delivery of services across all educational and community settings in Cambridgeshire, being directly responsible for the work in Cambridge City
* Organise and monitor activity using evidence‑based protocols, and use this data to evaluate interventions
* Improve accessibility and awareness of our initiatives through pro-active promotion face to face with schools and communities
* Raise the profile of Healthy School Services across local networks, supporting the coordination of intervention in your assigned locality
* Support the development of a comprehensive directory of up to date evidence based information School settings can use to implement activities
* Offer support and guidance to Youth Health Improvement Practitioners, providing administrative and project management support for the team
* Facilitate collaborative approaches and build strong links with schools, community groups and partner agencies
* Maintain accurate records in line with GDPR and company policies
* Monitor KPIs, prepare reports and present data where required to the service manager and regional operations manager
* Promote service resources, produce newsletters and support marketing events and development projects
* Champion equality, diversity and inclusion throughout service delivery
* Manage own workload, CPD and contribute to continuous service improvement
* Attend community events and promotional activities as required
* Comply with safeguarding policies, professional conduct standards, and all local authority and Everyone Health procedures to ensure safe practice for all

**PERSON SPECIFICATION**

**Skills and abilities**

* Highly motivated, proactive and resilient with drive to lead and deliver in a dynamic environment
* Ability to motivate and support School settings to achieve Healthy Schools Accreditation
* Excellent written, verbal, non-verbal communication and presentation skills for a range of audiences
* Strong communicator with young people and professionals
* Effective collaborator across multi disciplinary and multi agency teams
* Robust planning and organisational skills with sound judgement under pressure
* Good interpersonal skills with proven ability to work effectively with colleagues and external professionals
* Proven problem solver with the ability to adapt and remain flexible
* Confident working independently and leading teams with a positive attitude
* Values inclusion, respects confidentiality and builds rapport with others

**2. KNOWLEDGE**

* In depth knowledge around the challenges involved in improving school aged health
* Understanding of child development milestones and public health interventions
* Awareness of health inequalities facing vulnerable and deprived communities
* Knowledge of PSHE/RSE and Behaviour Change Theory to empower individuals and communities to make sustainable change
* Strong knowledge and understanding around safeguarding, confidentiality and data protection
* Competent with data collection, social media and digital communication tools

**3. EXPERIENCE**

* Experience working in school or community settings and delivering health initiatives
* Proven track record in training delivery and course facilitation
* Significant experience in building stakeholder partnerships and community links
* Background in line management and developing new teams
* Experience in producing reports, policies and health promotion materials
* Experience in meeting KPIs, working to time schedules and deadlines and reporting on work completed

**4. QUALIFICATIONS**

* Diploma or degree of higher education in a relevant health, education or youth related field (essential)
* Minimum 2 years experience working within local communities (essential)
* Leadership or project management experience and training (desirable)
* Evidence of ongoing professional development

**5. SPECIAL CONDITIONS**

* Willingness to work weekends or evenings as required
* Travel across Cambridgeshire; must hold a full UK driving licence and have access to a vehicle insured for business use
* Commitment to equality, diversity and inclusion across all service activity
* Subject to an enhanced DBS check

**6. SAFEGUARDING**

Everyone Health Ltd is committed to safeguarding and promoting the welfare of the adults, young people and children who use the services. All staff have a responsibility to report any identified concerns of abuse or exploitation through the appropriate route in line with the respective policies and procedures.

**7. FITNESS TO PRACTISE**

Applicants will need to confirm if:

* They’re currently subject to a fitness to practise investigations or proceedings by a regulatory or licensing body
* They’ve been removed from any professional register or licensing register
* They’ve had conditions or sanctions placed on their registration
* They’ve ever had restrictions placed on their clinical practice as part of the revalidation process

Everyone Health delivers multi-component health related and lifestyle services, including prevention and early intervention, on behalf of Clinical Commissioning Groups and Local Authorities in community based localities across the UK.

**Job Advert**

**Youth Health Improvement Co-Ordinator (place based) – CAMBRIDGE CITY**

**Location: Cambridge City with travel across Cambridgeshire**

**Hours: 24 hours**

**Service: School-Aged Health Improvement and Prevention Service   
  
Closing date:**

We’re looking for a dynamic, motivated and organised individual with leadership experience to join our new School-Aged Health Improvement and Prevention Service, delivering targeted health promotion in schools and community settings across Cambridgeshire.

As a Youth Health Improvement Co-ordinator, you’ll be leading the planning and local delivery of public health interventions and helping to reduce health inequalities for children and young people. You’ll work with a team of co-ordinators to support a Youth Health Improvement Practitioners and work closely with education staff, external agencies and commissioners.

You’ll be responsible for:

* Leading delivery of our Catch Your Breath workshops throughout Cambridge City
* Supporting our sexual health co-ordinator to deliver the C-Card Scheme and sexual health initiatives
* Supporting schools to achieve Healthy Schools Accreditation
* Using NCMP, referral data and outcome measures to shape local delivery
* Co-ordinating KPIs and data reporting
* Building and maintaining partnerships with schools and local networks
* Promoting service resources and managing local engagement campaigns

What we’re looking for:

* A background and relevant qualification in public health, education, youth work or a related area
* Strong leadership or project management experience
* Experience working in or with schools or community health services
* Excellent interpersonal and organisational skills
* Knowledge of safeguarding, data protection and behaviour change principles
* Ability to manage a varied caseload, work flexibly and travel across Cambridgeshire

What we offer

* CPD opportunities and access to MHFA and MECC training
* Opportunities to help shape a new, county wide service
* A supportive and collaborative team culture
* Employee Assistance Programme and travel reimbursement
* Hybrid working model
* Flexible working arrangements

Special conditions

* This post requires an enhanced DBS check
* Access to a vehicle and full UK driving licence (business use)
* Willingness to work weekends or evenings as required

Apply now and be part of a bold, preventative public health programme that helps young people build a healthier future.

To apply or request an informal conversation, please email:   
Find out more about Everyone Health: