



County Wicklow Partnership

Job Description

Job Title	Social Prescribing Well-being Co-ordinator
Roles and responsibilities of the Healthy Ireland project workers	<p>Overall role: The Social Prescribing Service is a partnership initiative which aims to link persons into activities within their communities to improve their health and wellbeing with an overall aim of self management.</p> <p>The role is to support the development and delivery of a Social Prescribing Service to specific GP Consortia, primary care network staff, and the community and voluntary services across the Wicklow town and environs. To educate local services on social prescribing through delivering workshops and building strong working relationships. To implement patient referrals from participating GPs and other primary care health professionals, providing holistic assessments, co-designing a social prescription to improve health and well-being outcomes for individuals with a longer term outcome of reducing the number of clinical /medical interventions required.</p> <p>Principal responsibilities</p> <ol style="list-style-type: none">1. To undertake holistic needs assessments and work in partnership with the person around designing Health and Well-being Plans, identifying support needs to ensure maximum engagement in improving health and well-being.2. To provide service users with continuity and a coordinated experience of care, remaining point of contact throughout the individual's social prescription.3. To establish and maintain effective liaison with stakeholders including health, voluntary, social and education resources, attending relevant meetings as necessary.4. To asset map the resources and activities available, and to identify gaps through working in partnership with all voluntary and community organisations to build a comprehensive database of local resources to design and support the Social Prescription Menu.5. To ensure information on sources of voluntary and community support is up to date at all times to enable effective and accurate signposting and linking of individuals with services.6. To educate local services on Social Prescribing through delivering workshops and building strong working relationships.7. To develop GPs and primary care health teams' knowledge on how to identify patients suitable for social prescribing service referral on a monthly basis.

	<p>7. Set up and maintain comprehensive data and evaluation systems, including individual health outcome and audit tools.</p> <p>8. Work closely with the service steering group including representation from all stakeholder groups to support the on-going development, monitoring and evaluation of the programme.</p> <p>9. Provide bi-monthly comprehensive outcome focused reports detailing the progress of the service</p> <p>10. To keep records of your work and adhere to confidentiality, information sharing protocols and provide monitoring information as required.</p> <p>11. To ensure you have an understanding (appropriate to your role) of, and comply with all procedures for promoting and safeguarding the welfare of children and vulnerable adults.</p> <p>12. To work flexibly as required by the service and to take part in relevant meetings and events to promote, support and celebrate the work of the service and the agencies.</p> <p>13. To achieve the service outcome targets within given timescales and budget controls.</p> <p>14. To provide a personalised, responsive and flexible service to all persons accessing the service.</p> <p>15. To carry out assessments to identify suitable activities from a set programme which meet their personal outcomes and those set by their referrers.</p> <p>16. To support persons through their involvement with the service via initial assessment, monitoring phone calls and exit interviews.</p> <p>17. To ensure that each person has an individual action plan at the end of their involvement with the service.</p> <p>18. To develop opportunities for new activity providers to join the service.</p> <p>19. To liaise with referrers and partner organisations wherever necessary to ensure the best possible outcomes are achieved for all persons.</p> <p>20. To communicate effectively with all stakeholders particularly customers/activity providers.</p> <p>21. Co-ordination of the delivery of the Well Now Programme (as devised by NALA)</p>
<p>Key skills/qualifications</p>	<p>Required qualifications / experience Educated to degree level in Social, Community, Health or related field; Minimum 5 year’s experience in community or health / care setting; Good understanding of multi-stakeholder working and the local and community development sector.</p> <p>The successful candidate will have;</p> <ul style="list-style-type: none"> • The compassionate and empathic skills required to supportively engage with individuals referred to service • The ability to prioritise work and co-ordinate multiple responsibilities.

	<ul style="list-style-type: none"> • The ability to develop new policies, procedures and protocols with relevant stakeholders. • Well-developed organisational, communication and networking skills. • The ability to communicate among disparate disciplines. • The willingness to work unsocial hours and a time off in lieu system. • Knowledge, understanding and commitment to addressing key determinants of health. • Strong organisational and project management skills. • Ability to prioritise, manage competing demands and reach deadlines. • Self-motivated and able to initiate actions. • Excellent social skills, including empathy and ability to motivate people. • Proficient in collaborating and managing relationships with multiple stakeholders, clients and funding organisations. • Excellent IT skills. • Strong communication and reporting skills. • Ability to identify and use appropriate evaluation and research methods to evidence and improve work. <p>Other requirements specific to the post Own transport will be required as these posts will involve regular travel. Car owner with full clean driver's license. Garda vetting will apply to this role.</p>		
Working Hours Full-time / Part-Time	Part Time	If Part-time, state specific days / hours per week	Minimum of 15 hours per week (subject to periodic review on foot of work demands – Hours will increase if service is expanded to Arklow town).
Remuneration	Salary will be confirmed based on the successful candidate's skills, qualifications and experience.		
Employment arrangements	The post will be hosted by Co.Wicklow Partnership reporting directly to the CEO within Co. Wicklow Partnership.		
Employer	County Wicklow Partnership CLG		



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