

Active Lives Practitioner

CANDIDATE INFORMATION PACK



Welcome



Welcome to the Community Health & Social Care Directorate and thank you for your interest in joining our Team. We are committed to creating an inclusive, supportive and dynamic workplace where every team member can thrive.

Our Directorate is proud to serve our communities with compassion, professionalism and a deep commitment to improving lives. This is an exciting time to come on board, as we are undergoing significant transformation across the health and social care partnership, in the way we deliver services, making them more integrated, person-centred and digitally enabled. Every role within our Directorate plays a vital part in supporting people and our communities.

As we continue to reshape and modernise our services, your contribution will be essential in helping us meet the evolving needs of our citizens and our communities.

We are thrilled that you are considering becoming part of this important journey, and we look forward to learning more about how you can help us build a better, more responsive health and social care landscape for the future.

Stephanie Mottram

General Manager
Community Health & Social Care Directorate

Job Description

1. JOB IDENTIFICATION

Job Title: Active Lives Practitioner

Department(s): Community Health and Social Care Directorate

Job Reference No: ADMIN003HI.23

No of Job Holders: 3

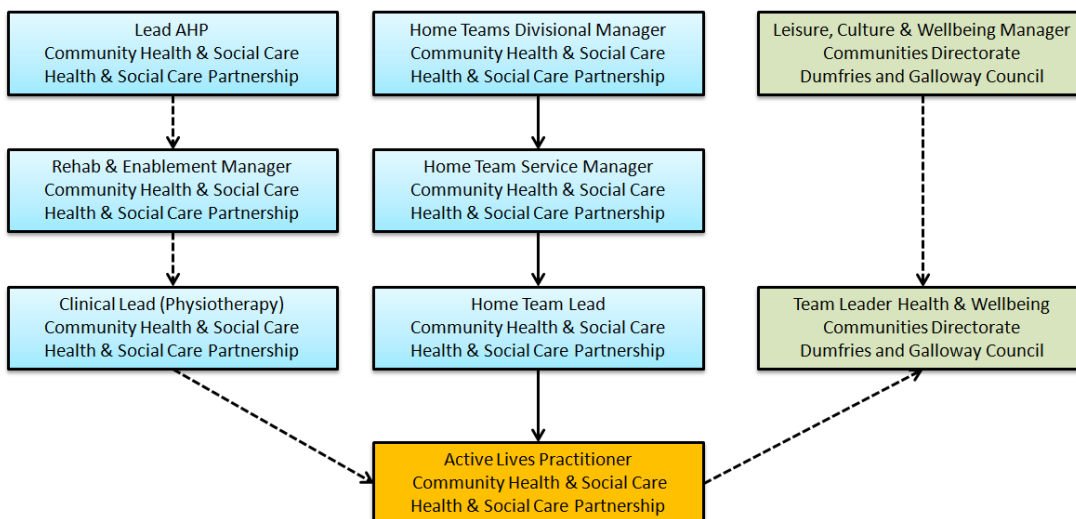
2. JOB PURPOSE

To provide specialist programmes and advise, including onward signposting to enable people with complex needs including health conditions to access safe and inclusive community physical activity opportunities.

To work with Home Teams and the wider Health and Social Care Services to enhance system-wide awareness of the health benefits of physical activity and establish referral pathways and processes that increase uptake.

To design, deliver and evaluate physical activity behaviour change programmes that encourage and enable people who are physically inactive to become and stay active throughout life and live healthier, happier and more independent lives.

3. ORGANISATIONAL POSITION



3. SCOPE AND RANGE

- To work as an autonomous Active Lives Pathway (ALP) Practitioner
- To contribute to operational service management and developments of the ALP
- To contribute to the ongoing development of the ALP including partnership working with Health and Social Care services (e.g. Home Teams, Primary Care, Community Hospitals)

and Specialist Rehabilitation services) to ensure delivery adapts and responds to changing system needs, pressures and opportunities

- To work in collaboration with the wider Active Communities Team to provide advice, support and training to other physical activity professionals and volunteers to build knowledge and understanding, delivery skills and confidences

5. MAIN TASKS, DUTIES & RESPONSIBILITIES

- a) To establish and lead delivery of evidenced based community programmes (1:1 Physical Activity Referral and Fitness Classes) for people who are physically inactive, de-conditioned, with or at risk of developing a long term condition(s).
- b) To be responsible for the day to day effective management and delivery of community physical activity programmes within the ALP.
- c) To ensure all participants referred to the ALP receive the highest possible level of advice, assistance and support at all times.
- d) To ensure physical activity programmes delivered within the ALP align with the national 'Physical Activity Referral Standards'.
- e) To undertake 1:1 assessment and triage to ensure ALP participants are signposted effectively to an ALP programme that are tailored, relevant, motivational and specific.
- f) To ensure the concept of physical literacy is embedded within all ALP programmes
- g) To ensure ALP programmes provide inclusive, accessible and welcoming environments that enable participants to be more physically active.
- h) To ensure appropriate evidenced based rehabilitation including behaviour change theory are used for every participant referred to the ALP.
- i) Evaluate participant progress and modify programmes as appropriate to ensure outcome providing feedback to referring services here appropriate.
- j) To work with Health and Social Care services to agree protocols to ensure the effective prioritisation and timely treatment of referred ALP participants.
- k) To work with Health and Social Care professionals to ensure;
- l) Delivery of the ALP aligns and evolves with changes to local service priorities, policies and local need.
- m) Ongoing promotion of the ALP.
- n) Referral pathways are effective and feasible to practitioner needs and data systems
- o) Effective transition from clinical services to community-based programmes.
- p) Manage own caseload including the use of appropriate prioritisation skills
- q) Promote the ALP role and function within the wider Active Communities Team and provide training and resources where necessary.
- r) Maintain accurate and comprehensive participant records in line with professional and organisational requirements.
- s) Collect statistical data as required by service and organisation
- t) Take responsibility for own CPD by updating physical activity skills as required by profession and service and provide evidence that CPD is maintained
- u) Participate fully in regular in-service training programmes within the team

6. SYSTEMS, MACHINERY AND EQUIPMENT

- To be responsible for the safe and appropriate use and signposting to equipment to support ALP participants to be physically active
- To be competent in the use of assessment/evaluation systems e.g. cognitive and perceptual assessment (e.g. Functional Fitness MOT), etc. and provide guidance to other staff in use of such
- To be competent in the use of electronic records and information governance

- To demonstrate a working knowledge of appropriate general and specialist software packages and use of intranet/internet technology
- To drive pool car safely

7. DECISIONS AND JUDGEMENTS/ASSIGNMENT AND REVIEW OF WORK

- Work autonomously and independently a significant part of the time whilst realising own limitations, seeking help/advice if required to ensure safe and effective patient care at all times.
- To prioritise own caseload on a daily basis.
- To accept, assess, plan, undertake, complete and/or discontinue physical activity participation as per presenting health condition/status of all participants on an individual and holistic basis.
- Re evaluate workload and required programmes to deal with constantly changing situations.
- To undertake continual risk assessment of participants and seek advice where concerns have been identified.
- To agree an appropriate caseload with the Active Communities Team Lead and thereafter take responsibility for organising and planning such.
- To understand workload and plan working day around individual case load and service needs.
- To identify appropriate workload and delegate – utilise and signpost to other tiers and programmes within the ALP to encourage behaviour change

8. COMMUNICATIONS AND RELATIONSHIPS

- Communicate effectively and appropriately with ALP participants, family, carers, the public and all members of the extended health and social care team using a range of verbal, non-verbal, written and presentation skills as required to optimise co-productive outcomes.
- Identify and modify the most appropriate communication method dependent on the requirements of person(s) being communicated with e.g. sensory impairment, disinterested, learning difficulties, language barriers etc.
- Reassure, support, encourage ALP participants and carers as part of the physical activity, rehabilitation, reablement process.
- Convey comprehensive detail of ALP programme delivery in a manner and at a rate which is appropriate for every individual emphasising and reiterating points as and when to ensure a full understanding.
- Identify frequency of communication that is required to ensure an effective exchange of communication.
- Encourage and motivate patients to maximise outcome.
- Liaise and work as required with external agencies regarding patient management.

9. PHYSICAL, MENTAL, EMOTIONAL & ENVIRONMENTAL DEMANDS OF THE JOB

- Delivery of physical activity exercise classes (aerobic and strength and balance) on a daily bases.
- Significant degree of walking, climbing stairs and standing on a daily basis.
- Moving heavy and awkward equipment.
- Driving and safe use of department car.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- High levels of concentration, re-evaluation of workload on a daily basis and actual programmes required within the co-productive approach with ALP participants, family/carers and liaising with a wide range of professions/services/agencies
- Managing a range of cases/ situations, deteriorating, demanding, un-co-operative patients and relatives.
- To embed the ALP across within the local systems and evolve and adapt provision to respond to changing local priorities and need.
- Motivating patients to carry out physical activity and advice to an optimum level to attain best outcome.
- To work holistically to ensure ALP participants are signposted to other services where needs are identified, to maximise behaviour change outcomes.
- Prioritising own and service demands to maximise behaviour change outcomes for participants.

11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

- Level 3 Diploma in Exercise Referral (CIMSPA recognised).
- Evidence of having delivered physical activity programmes to people with long term conditions.
- Evidence of applying behaviour change techniques in practice.
- Evidence of having developed ability to undertake self directed learning.
- Evidence of ability to demonstrate effective team working.
- Additional Training as identified/agreed through CPD/PDP Appraisal.
- Mandatory Training as per organisational requirements e.g. Moving and Handling, CPR, Infection Control etc.
- Evidence of service and quality improvement skills.
- First Aid and DeFib trained.
- Car Driver or able to travel independently to different locations.

12. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department's Signature:

Date:

Person Specification

ESSENTIAL	DESIRABLE
<p>Qualifications Level 3 Diploma in Exercise Referral (CIMSPA recognised) Current Driving Licence or the ability to meet the transport requirements of the job in an alternative way.</p>	<p>MAP (Health Behaviour Change) – NES e-learning. Encourage and Enabling people to be Active – PHS virtual learning environment (VLE) online module. Health Education England PA and Health – e-learning module. Moving Medicine online resource knowledge Inequalities e-learning – PHS VLE. Motivational Interviewing Health Education England e-learning. Evaluation training through Evaluation Support Scotland – available online. THRIVE Toolkit learning resource which offers practical steps and suggestions to support inactive people becoming active. Volunteer Walk Leader.</p>
<p>Skills Ability to work as part of a multi-disciplinary team. Assessment and delivery skills to work with a varied case load of adults and older adults. Empathetic person centred approach to ALP participants, putting their needs first. Proactive approach to engaging and retaining participants in physical activity. Moving and Handling skills Good conversation and communication skills. Able to remain calm, efficient and professional. Computer literate or the ability to develop skills in this area. First Aid Qualification. DeFib trained.</p>	<p>Understanding of community services and relationship with acute care. Mentoring ALP participants with low level mental health and/or complex physical health needs. Ability to evaluate evidence and incorporate into practice. Ability to contribute to service development Audit and research skills.</p>
<p>Experience Experience leading delivery of adult and older adult physical activity programmes appropriate to health condition and level. Experience of developing, delivering and evaluating community based physical activity programmes. Experience with health checks and markers, data capture, spreadsheets and databases Experience of operating within a team setting.</p>	<p>Experience supervising staff Experience in delivering training</p>

<p>Knowledge Proven skills and competencies when working with inactive adults and older people including those with complex needs or health conditions. Knowledge of disability / illness and current therapeutic interventions. Knowledge of current government and local strategies related to Health and Social Care.</p>	<p>Knowledge of local Health and Social Care system and pathways.</p>
<p>Personal Characteristics Ability to lead and support staff. Ability to adapt to change and be flexible to ever changing service priorities and needs. Energy, drive and initiative. Actively engaged in ongoing CPD</p>	<p>Up to date CPD Portfolio</p>

Find Out More

NHS Dumfries & Galloway

For information on NHS Dumfries & Galloway, including details of further staff benefits, how to get started with us, advice for moving to the area, our facilities and beautiful surroundings, check out our **Work with Us** Portal.

To access the Work with Us web pages, copy and paste the following link into your web browser: www.nhsdg.co.uk/workwithus

Dumfries and Galloway Health and Social Care Partnership

For information on Dumfries and Galloway Health and Social Care partnership:
<https://dghscp.co.uk/>