



Solutions4Health

Head Office: Thames Court, Richfield Avenue, Reading, RG1 8EQ
Regional Offices: Centenary House, Durrington Lane, Worthing, BN13 2BQ
Kilburn Healthy Heart Centre, 210 Kilburn High road, London NW6 4JH
Kentish Town Health Centre, 173 Kentish Town Road, London NW1 8PD
Lansdowne Bldg, Lansdowne Road, Croydon CR9 2ER
West Wing, St Pancras Hospital, 4 St Pancras Way, London, NW1 0PE
USA: 77 Water Street 8th Floor, New York City, New York 10005

**JOB DESCRIPTION FOR
Community / Outreach Stop Smoking Advisor
(Some weekend and evening work will be preferred)**

Employing organisation: Solutions4Health Ltd

Contract Type: Various (Full time/ Part time/ Sessional Self-Employed)

Salary: 17-19K pro rata (dependent on experience)

Place of Work: Berkshire

Responsible to: Assistant Health Improvement Manager

Company Division: Healthcare

www.solutions4health.co.uk

Closing date: 23rd February 2018

Please note if you have not heard within 6 weeks of the closing date you have not been successful on this occasion.

JOB SUMMARY

Community/Outreach Stop Smoking Advisor.

Solutions4Health has been commissioned to deliver a high quality, efficient and effective Stop Smoking Service. This service will meet the needs of local communities and reduce health and social inequalities. The Community / Outreach Stop Smoking advisor will motivate and support clients to achieve their desired goal of stopping smoking.

TRAINING WILL BE PROVIDED.

MAIN DUTIES AND RESPONSIBILITIES

1. Explain to clients the principles of Stop Smoking Services so that they can make an informed choice to stop smoking.
2. Motivate and empower clients to make behaviour changes.
3. To have a clear understanding of the need of outreach services and their impact on those living in disadvantaged areas.
4. Devise and deliver a client-led treatment plan in concordance with national and local guidelines, effectively and professionally dealing with the issue of the quit attempt until it is resolved. This will include CO monitoring, the completion of accurate data to comply with NICE guidance, and a comprehensive account of weekly interventions.
5. Plan and organise workload, this will include the management of a caseload.
6. Deliver one to one, drop in or group sessions, which will have emphasis on supporting clients from local communities.
7. Provide a high quality, efficient service throughout a diverse range of community settings and may include the use of a mobile clinic.
8. Manage conflict effectively either in a group setting or with individual clients.
9. Monitor outcomes of treatment programmes set for individual clients for their effectiveness and update manager appropriately.
10. The advisor, may potentially be required to work with complex health needs in relation to behaviour change.
11. In partnership with the line manager develop new service initiatives, based on periodic impact needs assessments.
12. Develop and maintain close working relationships with key stakeholders and partners.
13. Ensure a commitment to own personal development by keeping up to date with research and best practice.
14. Attend team meetings and should have a driving licence and willing to drive to clinics.
15. To actively participate in promotional events.
16. To drive a company mobile clinic when necessary.



17. Keep appropriate stock of NRT products, order more when necessary and keep them within expiry dates
18. Ensure a commitment to their own personal development by keeping up to date with research and best practice.
19. Carry out any other duties that relate to this post.

ELIGIBILITY TO WORK IN THE UK

All applicants must be eligible to work in the UK. We only accept applications from candidates who are legally entitled to work in the UK.

EQUAL OPPORTUNITIES

Solutions 4 Health is committed to the development of positive policies to promote equal opportunity in employment. All employees have a responsibility to ensure that they understand, comply with and promote the Equal Opportunities Policy, avoiding behaviours which discriminate against colleagues, potential employees, clients or patients on the grounds of sex, marital status, race, age, sexuality, colour, nationality, ethnic or national origin, religion or disability.

DISCLOSURE AND BARRING SERVICE CHECK

All Solutions 4 Health employees either in direct contact with patients and/or with access to patient data are required to pass a Disclosure and Barring Service (DBS) check.

It is a requirement of this post that you undertake an enhanced DBS check, and you will be asked to complete and sign a Disclosure Form giving permission for the screening to take place. If you refuse to sign the form your appointment will not be progressed further.

SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN AND VULNERABLE ADULTS

Solutions 4 Health is committed to safeguarding and promoting the welfare of children and vulnerable adults. This is defined as protecting children and vulnerable adults from maltreatment, preventing impairment of their health or development and ensuring that their domestic and social circumstances are consistent with the provision of safe and effective care.

NO SMOKING POLICY

Solutions 4 Health has a No Smoking Policy, which does not allow smoking by staff or visitors on any of our premises.



Person Specification for Community / Outreach Stop Smoking Advisor

Essential

1. Educated to degree level or equivalent with relevant knowledge/experience in a health promotion environment.
2. Motivated and friendly individual with the ability to communicate to all people in the community
3. Relevant IT skills-proficiency in Microsoft Outlook, Powerpoint, Excel and Word
4. Be able to work under pressure and multi-task
5. Excellent communication skills
6. Ability to prioritise workload and meet deadlines and targets
7. Ability to work occasional evenings (depending on the business needs)
8. Work minimum alternate weekends
9. Clean driving licence and owns a vehicle that is fully functioning which can be used when and if the need arises.

Desirable

1. Experience and understanding of the principles of smoking cessation, the harmful effects of smoking and why people smoke or equivalent health improvement environment
2. Knowledge of behaviour change models
3. Knowledge of Stop Smoking and tobacco control policies
4. The ability to speak additional languages
5. Passion for helping people to make positive changes
6. Empathetic towards others thoughts and feelings
7. Proactive in starting discussions around stopping smoking
8. Experience of working with people from a variety of backgrounds
9. Is willing to drive a mobile van