



# Solutions4Health

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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 required).**

**Employing organisation: Solutions4Health Ltd**

**Contract Type: Fixed Term Contract**

**Salary: 18-19K (dependent on experience)**

**Place of Work: Oxfordshire**

**Responsible to: Stop Smoking Service Manager**

**Company Division: Healthcare**

[www.solutions4health.co.uk](http://www.solutions4health.co.uk)

## **JOB SUMMARY**

### **Community/Outreach Stop Smoking Advisor.**

If you are looking to improve your career and have a background within one of the fields below: 1. Health promotion 2. Sales 3. Retail and 4. Hospitality. We are looking for motivated and enthusiastic workers with strong interpersonal and communication skills who can make a difference to the health and lifestyle of the residents of Oxfordshire.

Solutions4Health have 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.

**Main Duties and Responsibilities:**

1. Explain principles of Stop Smoking Services to clients to help aid their quit attempt.
2. Motivate and empower clients to make behaviour changes.
3. Understanding the needs of the outreach services
4. 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 Russell standards, and a comprehensive account of weekly interventions.
5. Deliver one to one, drop in or group sessions to clients within local communities.
6. Provide a service throughout a diverse range of community settings in outreach
7. Monitor outcomes of treatment programmes set for individual clients for their effectiveness.
8. Potentially be required to work with complex health needs in relation to behaviour change.
9. Develop new service initiatives with the service manager
10. Develop and maintain close working relationships with key stakeholders and partners.
11. Have a driving licence and willing to drive to clinics.
12. To actively participate in promotional events.
13. 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.

#### **Essential**

1. Be able to work under pressure and multi-task
2. Be able to work independently
3. Excellent written and verbal communication skills
4. Ability to prioritise workload and meet deadlines and targets
5. Ability to work occasional evenings/weekends (depending on the business needs)
6. Clean driving licence and owns a vehicle that is fully functioning which be can used when and if the need arises.

#### **Desirable**

1. Experience in smoking cessation advice or equivalent health improvement environment, however we are willing to accept those with experience within the following fields; health promotion, sales, retail, hospitality or a community based smoking cessation service.
2. Educated to degree level or equivalent with relevant knowledge/experience in a health promotion environment.
3. Relevant IT skills-proficiency in Microsoft Outlook, PowerPoint, Excel and Word