



## **JOB DESCRIPTION**

Job title: Perinatal Coordinator

Service: Change4Life Service

Salary: Grade 3 Point 20 - 23 with Inner London Weighting

Hours: 22.2 hours per week

Location: Kensington and Chelsea and Westminster

Responsible to: Deputy Service Manager

### **Introduction to The Service:**

Our Change4Life services, working across the Royal Borough of Kensington and Chelsea and Westminster City Council, integrate a community-based, holistic health promotion approach to improve the physical and emotional health and wellbeing of children and their families. Our services focus on national and local public health priorities including healthier eating, emotional wellbeing, physical activity and oral health, and form part of a wider, whole-system plan, which recognises the importance of early intervention when addressing the determinants of poor physical and emotional health and wellbeing.

Along with our subcontracted partners Health Education Partnership and London Sports Trust, and with local public health colleagues, we deliver three key strands of work:

- ❖ Change4Life services that support children, young people and families most at risk of poor health outcomes to eat well and keep active
- ❖ Change4Life themed training and capacity building support for organizations and businesses
- ❖ Change4Life themed neighbourhood projects

### **Summary of Job:**

As Perinatal Coordinator, you will provide support for expectant parents, birth partners and parents/carers of children up to the age of one year by delivering Start4Life Clubs in partnership with the wider Change4Life service team, local Family Hubs, Children's Centres, Midwives, Health Visitors and community organisations to support expectant parents, birth partners and new parents/carers to eat well, keep active and maintain their emotional wellbeing during pregnancy, in preparation for birth and in the first year of their child's life, as well as supporting them to make similarly healthy choices for their child.

The role will contribute to the delivery of both the Change4Life Service and the organisation's strategic aims to ensure that Family Action is stronger than ever and will model the organisation and service's values, representing Family Action in a professional manner at all times.



### Key tasks and responsibilities:

1. To deliver a range of evidence based Start4Life Clubs, implementing Start4Life and Change4Life resources to facilitate parents' understanding of healthy eating and physical activity during pregnancy, in preparation for birth and in the first year of their child's life, both via online sessions and in-person at Children's Centres and other community settings within the boroughs of Kensington and Chelsea and Westminster.
2. To ensure the safety, well-being and healthy development of children is prioritised through effective observation and assessments and by following Royal Borough of Kensington and Chelsea, Westminster City Council, Family Action Safeguarding and London Safeguarding Children Procedures and guidelines.
3. Utilising your knowledge and expertise in physical activity, nutrition/healthy eating and emotional health to support and deliver relevant health promotion sessions alongside our key partners as a whole system approach to support families. Ensuring access to a broad range of holistic and community-based interventions that will empower expectant parents to improve their physical and emotional health.
4. To maintain up to date knowledge of key messages and national guidance around healthy eating and physical activity and key public health priorities through regular training and updates,
5. To use motivational interviewing, solution-focused and strength-based approaches when working with families on behavioural change, ensuring the service users' welfare remains paramount at all times.
6. Working with colleagues and stakeholders to critically evaluate the effectiveness of different models of health promotion for achieving equitable health outcomes, making links to the wider determinants of health. To contribute to the evaluation and monitoring of interventions and contribute to regular audits to maintain high standards of service delivery.
7. To keep records of your work and provide monitoring information to commissioners and Family Action as required, evidencing outcomes families achieve through use of evidence-based tools, solution focused plans, demonstrating families' journey with the service, including regular case studies.
8. To develop your knowledge of local resources, including community and statutory services such as: Health Visitors, Early Help, Midwives, Children and Adults' Services alongside voluntary and community sector services, whilst signposting, referring and directing service users to these where and when appropriate.
9. Develop and maintain professional relationships, making a positive contribution to local multi-agency partnerships and local networks that support families.



10. To attend team meetings on a regular basis, make a commitment to regular supervision, be responsive to critical challenge, advice, feedback and direction, and to demonstrate a commitment to training and development.
11. To promote and ensure compliance with Family Action's equal opportunities policies, to value diversity and find innovative and creative ways of engaging with all sections of the local community.
12. To be able to evidence Family Action's values at all times, which underpin Family Action's mission of 'building stronger families' by:
  - a. Being people focused
  - b. Reflecting a 'can do' approach
  - c. Striving for excellence in everything we do
  - d. Having mutual respect for everyone we work with, work for and support through our services
13. To comply with Family Action's Health and Safety and Data Protection Policies and to protect your own and others' health, safety and welfare.
14. To work flexibly as may be required by the needs of the service and carry out any other reasonable duties as required. Be willing to travel within the locality to deliver support and outside of the area at times for training and networking opportunities.



## Person Specification

<b>Education, Qualifications and Background</b>		<b>Essential / Desirable</b>
<b>1.</b>	Hold a relevant qualification in maternal and/or infant health, nutrition, physical activity or education.	Meeting at least one of these criteria is essential, both would be desirable
<b>2.</b>	Experience of working in a maternal/infant health promotion service and evidence of a commitment to continuing learning and professional development.	
<b>Experience</b>		
<b>3.</b>	At least 2 years' experience working with expectant parents, babies, young children and/or families and/or delivering health promotion programmes and activities to facilitate sustained behaviour change to health and wellbeing.	Desirable
<b>4.</b>	Experience of acting as lead physical activity, nutrition or wellbeing advisor for expectant and new parents within a team and in supporting colleagues to deliver high quality and innovative support and advice that engages expectant and new parents with a wide range of needs.	Desirable
<b>5.</b>	Experience of planning and delivering group work including completing risk assessments and evaluating and evidencing progress from group work.	Essential
<b>6.</b>	Experience of writing comprehensive evidence-based reports and an ability to understand, review and evaluate a range of health-related material.	Desirable
<b>7.</b>	Experience of using a range of techniques (e.g. Motivational Interviewing/ Personal Centred/ Community Centred/ Solution Focussed/ Cognitive Behavioural Therapy) in promoting behaviour change when planning and delivering whole family, one to one and/or group interventions.	Essential
<b>8.</b>	Experience of working in multi-disciplinary teams and ability to build, develop and maintain effective working relationships with key stakeholders especially staff in Children's Centres and Family Hubs.	Desirable
<b>9.</b>	Up to date knowledge and experience of safeguarding issues and procedures. Including excellent knowledge and understanding of integrated working practices and the range of services and agencies to involve.	Essential
<b>Knowledge and Skills</b>		
<b>10.</b>	An understanding of current and key health messages relating to nutrition, physical activity (in its widest sense) and contemporary health topics, relating to pregnancy, children and families, including emotional health and wellbeing. Ability to identify and examine ways in which determinants of health are interrelated.	Essential



11.	Understanding of Trauma Informed Practice and of Adverse Childhood Experiences and their relationship to health and wellbeing.	Desirable
12.	Understanding of preventative strategies, health inequalities and of the wider social factors that affect people's well-being, particularly for expectant and new parents, unborn babies and children under the age of one, and an awareness of and commitment to delivering the public health agenda and its outcomes.	Essential
13.	Ability to successfully engage diverse communities of families relating to health and wellbeing, utilising various techniques and strategies to overcome barriers to change.	Essential
14.	Excellent inter and intrapersonal skills; being persistent and confident in facilitating conversations regarding behaviour change in relation to health and wellbeing, demonstrating empathy and compassion.	Essential
15.	Good understanding of asset-based intervention – both in terms of the individual and their social and community networks – and an ability to build on, and work, with them.	Essential
16.	To be able to evidence Family Action's values at all times, which underpin Family Action's mission of 'building stronger families' by: <ul style="list-style-type: none"> <li>• Being <b>people focused</b></li> <li>• Reflecting a '<b>can do</b>' approach</li> <li>• Striving for <b>excellence</b> in everything we do</li> <li>• Having <b>mutual respect</b> for everyone we work with, work for and support through our services</li> </ul>	Essential
17.	Awareness and understanding of diversity and equal opportunities and a genuine commitment to anti-oppressive practice.	Essential
18.	Willing to work flexibly and occasionally outside of core hours, including early morning, late evenings and weekends.	Essential