

Job Description

Job Title: Wellbeing Lead

Hours: 40 hours per week

Reporting to: General Manager

Base: Care Home based

Job Purpose

To be part of an inspirational and pioneering team establishing our care home business and delivering our vision to *“create a world where everyone feels special”*.

Responsible for: -	Person Specification
1. Ensure that team members are trained, supervised, and appraised in conjunction with Principles’ people policies. 2. Working with your Head of Hospitality support the implementation of work schedules that are both efficient and can deliver the level of high standards expected throughout the home 3. Assess residents’ specific social needs on moving into the home and develop an individual activities programme to meet those needs, taking time to get to know each resident as an individual in order to provide stimulating activities to meet varying needs. 4. Recognise the need for spontaneity and familiarity for our residents with Dementia and be able to plan flexibility within daily events. 5. Allocate team members with specific skills and interest in our dementia communities in order to maximise each residents’ capabilities in accordance with our Dementia Strategy. 6. To liaise with the Care Team regarding particular activities that may be beneficial and stimulating and recognise special events such as birthdays and anniversaries.	Skills and Knowledge • Worked in a similar environment previously. • Hands on experience with dealing with people with special physical needs and those living with Dementia would be an advantage. • Knowledge of event planning • Sound knowledge of numerous artistic techniques involving ceramics, crafts, and physical exercise • Computer skills • Level 2 (QCF) Supporting Activities Provision in Social Care – beneficial but not essential Working knowledge of Health and Safety legislation. • Ability to provide basic audit and activity reports. • Ability to communicate effectively verbally and in writing. • Good organizational and planning skills

7. Prepare and review the monthly activities calendars for both residential and residents living with dementia integrating them wherever possible.

8. Assess, plan, and manage facilitation of a comprehensive activities programme utilising resources through activities and other team members.

9. Co-ordinate with other Heads of Departments to ensure that all equipment and supplies are on hand for routine activities and special events.

10. Engage with associated social groups that will be beneficial for our residents.

11. Ensure the provision of specialist media for residents with special needs, such as news tapes, book tapes, large letter books and Braille, as required.

12. Take the lead in organising and delivering individual and group activities within the home's person-centered care philosophy, focusing on the following elements:

- Occupational wellbeing
- Intellectual wellbeing
- Spiritual wellbeing
- Environmental wellbeing
- Physical wellbeing
- Social wellbeing
- Emotional wellbeing

13. Organise and participate in key events held throughout the year, such as the summer fete, seasonal celebrations, parties, charity events.

14. Consideration will be given to each resident's personal choices and care needs when developing community-based activities arrangements and risk assessments undertaken where appropriate.

15. Ensure all equipment is stored in line with the manufacturer's instructions and is cleaned and stored appropriately after use. Faults must be reported accordingly, with equipment taken out of action to promote resident safety.

16. Creatively seek feedback from residents, their families, and the other team members to ensure that the activities offered are relevant and meet the residents'

- Able to organise and prioritise workload and work under pressure.
- Full, clean driving license

Behaviour

- Team player, self-motivated, proactive, flexible, and adaptable
- Exhibit a caring and compassionate attitude while articulating true concern for people.
- Reasonable access outside working hours in emergency situations
- Support the monthly activity forums.
- Flexibility to work when needed including evenings and weekend.

needs and choices. Provide the Head of Hospitality with required activities reports.

17. Working with the CRM and using the appropriate platforms i.e. Facebook ensure that the activities provided in the home are showcased in an engaging manner with the appropriate consent

18. Ensure all activities/social engagement are consistently and accurately recorded on each resident's care plan and the content is descriptive to the individual and not generic statements.

19. Communicate complaints or matters of concern whether arising from residents, relatives, team members or others to the Head of Hospitality

20. Support the Head of Hospitality with writing and reviewing risk assessments and conducting audits and compliance checks at the home

Health and Safety

1. The post-holder will maintain their personal responsibilities under Health and Safety at Work Regulations, and compliance with the company Health and Safety Policy, ensuring safe working practices and the recommended storage of equipment, including but not exclusive to:

Control of Substances Hazardous to Health, Electricity at Work Lift & Lifting Equipment

Manual/Object Handling

Gas Installation & Use

Provision and Use of Work Equipment

Fire Precautions

Personal Protective Equipment

Legionella/Water Treatment

Waste Management

Reporting of Injuries, Diseases & Dangerous Occurrences Regulations.

2. Appraise and assess measures used to prevent infection control hazards, considering the individual nursing, social, physical, and psychological needs of the resident.

3. Follow and report all concerns and incidents in line with the company incident reporting and whistleblowing procedure, including safeguarding adult's procedures.

This job description is not prescriptive; it merely outlines the primary aims and tasks and responsibilities which may evolve and change over time. Any changes will be made in consultation with the job holder and in agreement with the Senior Management Team.