



JOB DESCRIPTION

Position:	Health and Wellbeing Therapist/ Co-ordinator
Reports to:	Health and Wellbeing Manager – Dumfries House
Salary:	up to £34,000 pro rata - dependent on experience, 18.75 hours over 3 days will include evening and weekend work
Location:	Dumfries House, Cumnock, East Ayrshire, KA18 2NJ

The Prince's Foundation

The Prince's Foundation provides holistic solutions to challenges facing the world today. We champion a sustainable approach to how we live our lives and build our communities, we run a diverse programme of education and training for all ages and backgrounds, and we regenerate and care for places where communities thrive and that visitors enjoy.

We work nationally and internationally but at the heart of our organisation is the heritage-led regeneration of the Dumfries House estate and its wider community, where our principles and philosophies are explored and put into practice.

The work of The Prince's Foundation is inspired by The Prince of Wales's philosophy of harmony: that by understanding the balance, the order and the relationships between ourselves and the natural world we can create a more sustainable future.

Location

The post is located at the Prince's Foundation's headquarters within the Health and Wellbeing Centre, Dumfries House, Cumnock, East Ayrshire, KA18 2NJ. Occasional travel may be required.

Job Specification

Health and Wellbeing Centre at Dumfries House provides a range of holistic services to the local community. Services are GP and patient-led, with referrals from primary and secondary care providers and the option to self-refer. Run by The Prince's Foundation, we provide free of charge Integrated Health and Wellbeing Programmes for the local community, with the centre also open to health charities and other organisations. Complementary therapies include reiki, reflexology, acupuncture and hypnotherapy to help participants achieve outcomes such as fertility wellbeing, menopausal health, chronic pain management, and a weight management programme to help support individuals with diabetes and obesity.

We are looking for an individual to co-ordinate, develop and deliver health and wellbeing programmes and individual treatments within Dumfries House and to drive forward partnership working between the Local Authority, NHS, independent contractors, voluntary organisations, staff and the public. We aim to improve services for clients, improved health for communities,

breaking down barriers to help people on low incomes access holistic healthcare and the delivery of outcomes agreed between the partners.

Duties

Delivery, facilitating and development

- To facilitate and co-ordinate the delivery of health and wellbeing programmes within Dumfries house Estate Health and Wellbeing Centre.
- Carry out assessments and agree on individual therapy treatments and bespoke treatment plans to estate guests, programme participants and the general public.
- Provide after care advice and guidance in accordance with local policies, procedures and National Guidance (e.g. NICE).
- Work in accordance with organisation policies and information governance requirements to ensure that confidentiality is always maintained.
- Ensure COSHH safety data sheets for all products are updated regularly and monitor the quality and effectiveness of products and aromatherapy oils. Ensure essential oils are stored safely and correctly. Liaises with line manager re supply of essential oils and carrier oils, ensuring adequate stock supplies.
- To link with other departments in the Prince's Foundation to collaborate and develop complementary programmes.
- To design and deliver CPD in house training to Dumfries house staff and external agencies.
- To mentor and support other members of the health and wellbeing team.
- To work collaboratively with members of the multi-disciplinary/multiagency team to support the delivery of effective treatment programmes and to contribute to all plans.
- To actively support the delivery of health and wellbeing programmes and evaluate and support the collection of outcomes.
- To develop and co-ordinate and manage the appropriate introduction of new complementary therapies
- To scope and develop a small team of volunteers to assist in the delivery of the health and wellbeing services.
- Attend regular clinical supervision sessions.

Administration

- To practice autonomously, and demonstrate expert problem solving clinical decision making while accepting professional responsibility and accountability.
- Timely, accurate, comprehensive, and up-to-date documentation using electronic record systems in a manner that ensures safety, continuity of care and respects people's privacy, dignity, and individuality.
- To support the provision of monitoring reports as required and annual report on the performance of the programmes.



- As part of a small team, this postholder will also provide elements of administration to support the development and delivery or related activities.

Education and research

- To ensure effective patient and community engagement in the Health and Wellbeing programmes, through the appropriate mechanism.
- To develop appropriate clinical resources as required to support programmes in digital formats in order to present to groups.
- To represent, as required, the Health and Wellbeing interests of the partnership at local and national events.

Person Specification

The person appointment should have the qualification, knowledge and experience listed below;

Qualification and Knowledge

- HND level or, equivalent qualification in Complementary therapies
- At least 2 years work experience in relevant healthcare setting.
- Experience of working with people with a wide range of complex conditions.
- Registered qualification with current membership of relevant professional body.
- Experience and knowledge of the value and use of using complementary therapies is essential

Skills

- Excellent interpersonal, oral and written communication skills.
- The post holder is expected to establish and maintain positive interpersonal relationships with other staff members.
- Strong track record of programme facilitation and delivery in a health care setting working with vulnerable groups.
- Experience of operational and planning skills.
- Proven track record of undertaking and applying research and audit findings with reference to delivery of evidenced based practice.
- Ability to communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience.
- Proven sensitivity to a wide range of influences and ability to work in challenging environment.
- Evidence of Continuous Personal Development.

Aptitude

- Competency in a range of IT programmes.
- Demonstrate excellent team working skills and ability to work using own initiative.



- Ability to work proactively and take initiative in developing and managing workload.
- The post holder will be responsible for maintaining a professional manner at all times and avoiding any action which could affect the reputation of Dumfries House.

Other

- Your working hours will be 18.75 hours per week over 3 days
- Weekend and evening work will be required
- You must have the legal right to work in the UK.
- This post is considered to be a regulated activity therefore any offer will be subject to a satisfactory disclosure check with the Disclosure Scotland.

Applications: Please submit a completed [Application Form](#) together with a cover letter and CV (please note one A4 page maximum each for CV and letter) to Gordon Watson, email address:- hr.recruitment@princes-foundation.org

Closing date for applications: Friday 2nd December 2022