

## Social Prescribing Programme Manager

<b>Job title:</b>	Social Prescribing Programme Manager
<b>Employer:</b>	RedbridgeCVS
<b>Responsible to:</b>	Head of Health and Wellbeing
<b>Responsible for:</b>	Social Prescribing Service Manager, Social Prescribing Network Manager
<b>Place of work:</b>	RedbridgeCVS, 103 Cranbrook Road, Ilford, IG1 4PU
<b>Hours of work:</b>	28 hours per week
<b>Salary:</b>	£37,688 pro-rata (£30,150 actual) plus a 5% pension contribution

### Purpose

- To manage and continuously develop the social prescribing service, empowering the people we support to take greater control of their own health and wellbeing.
- To build impactful partnerships to promote social prescribing and strengthen the social prescribing ecosystem.
- To champion and advocate for the voluntary, community and social enterprise sector (VCSE), ensuring that the sector is valued, supported and sustainable.

### Main responsibilities

1. To manage and develop a high-quality social prescribing service which works in a person-centred and holistic way to improve health and wellbeing outcomes through access to non-clinical and community-based support.
2. To work collaboratively with colleagues and partners to ensure that VCSE organisations are supported and sustainable, and that community assets are valued and nurtured.
3. To lead and develop a team, manage performance effectively, set clear objectives and foster a positive work environment.
4. To work collaboratively with partners and other social prescribing providers to ensure a joined up and coordinated approach.
5. To oversee the development and delivery of a social prescribing network and a high-quality training and development offer for social prescribing practitioners.
6. To work collaboratively with the Digital Development Lead to develop effective systems for capturing, analysing and sharing data and insights.
7. To ensure that the impact, achievements and learning from the Social Prescribing Programme are effectively communicated, working closely with the Communications and Engagement Manager.
8. To lead on project monitoring, evaluation and impact reporting, using a range of qualitative and quantitative methods to ensure that programme outcomes are achieved and evidenced.
9. To ensure that the people we support are involved in the development and ongoing evaluation of the social prescribing service.
10. To pro-actively identify and manage programme risks, ensuring timely remedial action.
11. To plan and manage project budgets and monitor expenditure.
12. To work with the Head of Health and Wellbeing to develop new projects and proposals in line with agreed strategic priorities.
13. To keep up to date with best practice in social prescribing and relevant developments in health and care.

### General duties

1. Help to ensure that RedbridgeCVS embraces diversity, challenges discrimination, and reflects the communities of Redbridge
2. Participate in your own reviews and appraisal
3. Take part in training and personal development and participate in team meetings, staff development, away days and reviews etc.
4. Be an active member of the RedbridgeCVS staff team. This will require the post holder to:-
  - Represent the organisation externally to a wide range of stakeholders
  - Contribute to the development and performance of RedbridgeCVS
  - Adhere to all RedbridgeCVS policies and procedures
  - Actively promote the principles of equal opportunities, celebrate diversity and challenge discriminatory practice
  - Undertake any other duties as required which are in line with the objectives of the post

This is a description of the job as it is presently constituted. It is the practice of RedbridgeCVS to periodically review role descriptions and to update them. This process will be conducted in consultation with you. It is the aim of the organisation to reach agreement on any changes but if agreement cannot be reached, the organisation reserves the right to insist on such changes to your job description, after consultation with you.

RedbridgeCVS is committed to safeguarding and promoting the welfare of children and vulnerable adults. Please note that this post is subject to a basic DBS check.

RedbridgeCVS is an equal opportunities employer. We welcome applications from all sections of the community.

**Social Prescribing Programme Manager  
Person Specification**

	<b>Essential</b>	<b>Desirable</b>
<b>Education</b>		
<b>Knowledge and skills</b>	<ul style="list-style-type: none"> <li>• The ability to influence and build strong and impactful partnerships.</li> <li>• Excellent knowledge and understanding of safeguarding adults.</li> <li>• Strong organisational and project or programme management skills, and the ability to manage competing priorities.</li> <li>• Knowledge and understanding of the wider determinants of health and the underlying causes of inequality.</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge and understanding of the Whole Family Approach and its application in a social prescribing context.</li> <li>• Knowledge and understanding of trauma-informed practice.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of managing and developing a team.</li> <li>• Experience of data collection and project monitoring, evaluation and reporting.</li> <li>• Previous experience of delivering or managing a service to improve health and wellbeing outcomes.</li> <li>• Experience of writing proposals and/or fundraising.</li> </ul>	
<b>Personal attributes</b>	<ul style="list-style-type: none"> <li>• Highly motivated and passionate about tackling health inequalities through community-centred approaches.</li> <li>• A reflective approach to work and a commitment to continuous learning and development.</li> </ul>	
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>• A commitment to diversity, equity and inclusion, and to working anti-oppressively and challenging injustice.</li> <li>• A willingness to work flexibly, including occasional evenings/weekends by prior arrangement.</li> </ul>	