



**North
Northamptonshire
Council**

Job Description and Person Specification

Job details

Job title: Healthy Schools Advisor

Grade: NNC Band 5

Directorate and Service area: Public Health & Wellbeing

Purpose of the job

Work in partnership with a range of organisations in contributing to the delivery of the North Northamptonshire Healthy Schools Programme and Health & Wellbeing Strategy specifically targeting school aged children and the communities they live in.

To increase schools participation levels in promoting healthy lifestyles and building resilience in children & young people through direct delivery and partnership working with a key focus on developing, coordinating and sustaining the healthy schools network across Northamptonshire.

Principal Responsibilities

1. Recruit, advise, and guide schools and educational settings in working towards recognised quality standards in health and wellbeing, with a particular emphasis on healthy eating, physical activity, mental health, and PSHE.
2. Equip and empower education staff to deliver effective learning around health and wellbeing, which includes healthy eating, physical activity, mental health and wellbeing and PSHE within a comprehensive Personal, Social and Health Education programme.
3. Collaborate effectively with education staff, parents, children and young people, and local and national organisations to promote and embed health and wellbeing across educational environments.
4. Design, deliver, and evaluate training, activities, and presentations for the children's workforce to drive improvements in health and wellbeing outcomes for children and young people.

5. Take responsibility to stay informed of local data, research, best practices and resources related to health and wellbeing; proactively share insights with education settings and relevant stakeholders via networks, briefings, and digital platforms.
6. Maintain accurate records of school engagement and contribute to strategic reporting and discussions within relevant groups and forums.
7. Take responsibility for developing and disseminating tailored educational resources that address identified local needs and support schools in achieving health and wellbeing objectives.
8. Contribute to the development and implementation of the annual Action Plan for the North Northamptonshire Healthy Schools Programme, ensuring alignment with programme objectives and delivery of targeted development work.
9. Support partner organisations in understanding and integrating Public Health & Wellbeing principles into their development plans, policies, and strategies. Deliver training and guidance to facilitate effective implementation.
10. Guide education settings through the assessment framework, identifying gaps and areas for improvement, recommending strategies and providing tailored support in collaboration with key partners.
11. Focus on priority schools and geographic areas, working in partnership to develop approaches to reduce health inequalities and build resilience.
12. Facilitate partnerships between statutory and non-statutory organisations, ensuring health and wellbeing initiatives are integrated with broader educational activities.
13. Assist in the production and monitoring of appropriate Performance Indicators, providing the Core Team with relevant information, when requested, that can be used as a basis for reporting progress to partners and the general public.
14. Ensure that North Northamptonshire Public Health policies, procedures, minimum operating standards and guidelines are met and adhered to (e.g. Safeguarding, Health & Wellbeing Strategy and Public Health Outcome Framework).
15. Maintain and enhance the North Northamptonshire Healthy Schools

website and interactive online platform, ensuring content is current, relevant, and accessible.

16. Ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, and to comply with policies and procedures relating to health and safety and risk assessment within the service.
17. Travel across North Northamptonshire to support education settings, providing on-site guidance and support.
18. Work independently and proactively, offering effective, impactful solutions to address challenges and barriers within education settings.
19. Stay up to date with national developments in education and health.
20. Design and develop innovative, evidence-based programmes that support health and wellbeing in education settings.

General responsibilities applicable to all jobs

1. Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
2. Comply with the Council's policies and procedures including (but not limited to) safeguarding, financial regulations, promotion of equalities, customer care, agreed audit actions and health and safety (ensuring that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons).
3. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

Special features of the post

This post requires satisfactory clearance of a Disclosure and Barring Service disclosure.



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Person Specification

Attributes	Essential criteria	Desirable criteria
Education, Qualifications and Training	A Level or equivalent qualification within Education or Health and Wellbeing.	An Education-specific related qualification e.g. PGCE.
Experience and Knowledge	<p>Professional experience of working within education settings.</p> <p>Sound understanding of children and young people's health and wellbeing.</p> <p>Knowledge of the principles of project planning and implementation.</p> <p>Involvement in Health & Wellbeing development work.</p> <p>Experience of communicating with a diverse range of stakeholders, including children, parents and community members.</p> <p>Familiarity with data collection and interpreting data analysis.</p> <p>History of delivering online and in-person training and presentations.</p> <p>Knowledge and understanding of key guidance and good practice around health and wellbeing, including PSHE and RSHE.</p>	

Attributes	Essential criteria	Desirable criteria
Ability and Skills	<p>Fluent in English.</p> <p>Holds a Full UK Driving Licence (unless registered disabled).</p> <p>Takes personal accountability for own development.</p> <p>Evidence of working successfully in partnership across different sectors, building and maintaining good working relationships.</p> <p>Able to produce long term plans with clear outcomes and to monitor and evaluate their effectiveness.</p> <p>Can effectively manage specific areas of a project/event.</p> <p>Capable of working on own initiative and as part of a team.</p> <p>Able to prioritise workload and meet deadlines as required.</p>	

Attributes	Essential criteria	Desirable criteria
	<p>Demonstrates confidence and ability to put forward innovative ideas for change.</p> <p>Ability to be creative, to be able to identify problems and work to create solutions.</p>	
Equal Opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs.	
Additional Factors	<p>Commitment to equality of access and inclusiveness of activities and awareness of equal opportunity issues</p> <p>Flexibility in organising work and time including managing/evening/ weekend work</p> <p>Ability to meet objectives on own initiatives</p>	