



## **Job Description**

**Job Title:** Health & Wellbeing Coach – Vital 5

**Responsible to:** Host Organisation & Health & Wellbeing Coach Team Lead

**Salary:** £31,271 pro rata, including OLW + employer pension contribution

**Hours:** 35 hours per week (flexible hours)

**Length of Contract:** Fixed term contract to March 2029

### **About Us**

The Bexley Health & Wellbeing Coaching Service is delivered through a partnership of voluntary and community organisations working together to improve health and wellbeing outcomes across the borough. Bringing together a diverse range of local charities and community organisations, the partnership combines specialist knowledge, trusted community relationships, and local expertise to support residents to live healthier, more independent lives.

While coaches will be employed and hosted by partner organisations, they will form part of a borough-wide Health & Wellbeing Coaching team, working collaboratively with GP practices, Integrated Neighbourhood Teams, community organisations and residents to reduce health inequalities and strengthen preventative support across Bexley.

### **Purpose of the Roles**

The Vital 5 Health & Wellbeing Coach will support residents to improve their health by focusing on the five key risk factors that have the greatest impact on long-term health outcomes:

- Healthy Blood Pressure
- Healthy Weight
- Stopping Smoking
- Healthy Mind
- Drinking Less



Working predominantly within North Bexley, the coach will take a proactive, prevention-focused approach, carrying out Vital 5 checks, supporting behaviour change, and connecting residents to local health and community services.

The role will work closely with GP practices, Primary Care Networks, Integrated Neighbourhood Teams and community organisations to improve population health outcomes and reduce health inequalities.

**Key Duties:**

- Deliver one-to-one Health & Wellbeing Coaching focused on prevention and behaviour change.
- Carry out Vital 5 health checks following training and agreed protocols.
- Support residents to understand and improve their Vital 5 scores and risk factors.
- Deliver personalised behaviour change interventions around physical activity, healthy eating, smoking cessation, alcohol reduction and mental wellbeing.
- Proactively engage with residents who may not routinely access health services.
- Undertake outreach within community venues, faith groups, libraries, community centres and local events.
- Work with local organisations to increase awareness of preventative health support.
- Provide brief interventions and follow-up support to maintain engagement and progress.
- Work closely with local GP practices and Integrated Neighbourhood Teams to support preventative pathways.
- Maintain accurate records of interventions and outcomes within the agreed CRM system.
- Collect and report Vital 5, demographic and wellbeing outcome data.
- Assist in identifying emerging themes, barriers and opportunities to improve local health outcomes.
- Promote the service through engagement events and local campaigns.
- Escalate safeguarding concerns in line with organisational policies and procedures

Commit to undertaking any training considered necessary to ensure and develop own knowledge and skills to effectively deliver the role.

While the duties outlined reflect the core responsibilities of the role, we expect all staff to be flexible and willing to take on other tasks as needed to support the smooth running of the service.

Successful candidates will be employed by one of the partner organisations participating in the Bexley Health & Wellbeing Coaching Service and will be based within their host organisation. As this is a community-focused role, coaches will be



expected to work flexibly across a range of settings, including GP practices, community venues, partner organisations and residents' local communities across the London Borough of Bexley. Participation in borough-wide team meetings, training and development activities will also be required.

### **Essential Experience, Knowledge and Skills**

#### **Essential:**

- Experience of working in a person-centred way in any health, social care, or community services
- Experience handling sensitive personal data and working within a framework of confidentiality.
- Excellent interpersonal skills with the ability to build rapport and demonstrate empathy and understanding across underserved communities.
- Kind, approachable, and empathetic in supporting individuals to improve their health and wellbeing.
- Strong IT skills, including use of Microsoft Office (particularly Excel) and CRM/database systems.
- Committed to improving lives and strengthening communities
- Excellent communication skills, including the ability to receive referrals via phone and email, extract relevant information, and ensure individuals feel supported and informed.
- Creative problem-solver with the ability to manage a varied workload, prioritise effectively, and meet deadlines.
- Access to your own transport (car, motorbike, or bicycle) and ability to travel efficiently across the borough of Bexley.
- Ability to work independently, use your own initiative, and meet deadlines.
- Enthusiastic, flexible, and a positive “can-do” attitude.
- Confidence in engaging residents in conversations about lifestyle, prevention and behaviour change.
- Ability to conduct community outreach and engage people who may not traditionally access health services.

#### **Desirable:**

- Knowledge of local voluntary sector services and resources, and an understanding of health and social care systems.
- Awareness of health inequalities and wider determinants of health, particularly within North Bexley (e.g., Thamesmead, Belvedere, Erith, Slade Green).
- A qualification in a health or social care-related field.

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- Lived experience of managing a long-term condition or caring for someone who does.
  - Experience of working in integrated or multi-agency teams
  - Experience delivering health promotion, public health, social prescribing or preventative health initiatives.
  - Understanding of the Vital 5 approach and population health management.
  - Experience carrying out health checks or wellbeing assessments.

### **Additional Information**

To apply, please submit your **CV and supporting statement** outlining how you fit the criteria detailed in the job description, and the monitoring form to [humanresources@bvsc.co.uk](mailto:humanresources@bvsc.co.uk) by **9<sup>th</sup> August 2026**. Please note your application will not be shortlisted without both required documents.

You will be advised by 11<sup>th</sup> August 2026 if you are shortlisted and interviews will be held at our office on 18<sup>th</sup> & 19<sup>th</sup> August and 2<sup>nd</sup> September.

If you do not hear from us, please assume your application was not successful, we are unable to provide feedback on applications which are not shortlisted.

Please note, safer recruitment processes and appropriate pre-appointment checks will be completed before any role is confirmed.

We recognise that AI tools can be useful for basic checks such as spelling or grammar. However, ask that candidates do not use AI to write or generate responses within their application. We value authenticity and want to hear your voice, experiences and motivations throughout the process.

If you would like an informal chat about the role or any reasonable adjustments required for the application or interview, please contact BVSC's HR team who can arrange this.