



ADUR & WORTHING COUNCILS

Job Description

Authority:	ADC and WBC
Directorate:	Communities
Section:	Going Local Communities and Wellbeing Team
Post Title:	Community Referrer
Post Number:	
Accountable to:	TBC
Management responsibility for:	None
Authority to liaise with:	Internal: all Officers across the Councils External: residents, GPs and practice staff and a range of external agencies, partners and funders
Meetings attended on a regular basis:	
Work style	GP practice and staff meetings, other partner's team meetings, Going Local team meeting, Going Local steering group, Social Prescribing networks and Communities and Wellbeing Team meetings

Principal purpose of job

Social prescribing involves helping people to improve their health, wellbeing and social welfare by connecting them to local community services and activities. Going Local is Adur and Worthing's social prescribing service and has been in operation since 2016.

Going Local enables GPs practices in Adur and Worthing to refer patients with social, emotional or practical needs. This might be debt or housing advice, bereavement support or help to explore personal interests to relieve loneliness and social isolation. The Community Referrer then works with them to explore options to solve or improve their non-clinical problems. Social prescribing is based on the belief that the best way to tackle around 70-80% of health issues lies in non-medical solutions.

The main purpose of the role is to provide individual support for patients to access a range of health, social care, welfare advice and other support services by setting goals and priorities with each patient to improve their health and wellbeing.

In 2019, GP practices in Adur and Worthing came together to form five Primary Care Networks (PCNs). This role will be assigned to a PCN in Adur and Worthing with the post working primarily from the GP surgery. Overall management remains with the Councils.

Main duties, tasks and responsibilities of post holder

1. To provide one-to-one information, advice, guidance and support to individuals who are referred by GPs and other Healthcare professionals. These are short term (up to three), goal orientated sessions for people with lower level issues and up to six sessions for people with more complex needs
2. Carry out initial assessments and jointly identify goals and priorities with each client in order to develop personal plans.
3. To refer and signpost these clients on to other services which are appropriate to meet their needs, which may be health and wellbeing services or other services that deal with the wider determinants of health (benefits, housing, education etc.). To provide ongoing support and guidance to clients (utilising motivational interviewing techniques) during the sessions.
4. To ensure client information is gathered and monitoring systems and databases are updated regularly and records are accurate.
5. To build a comprehensive network and knowledge of wider support services for people with high support needs including: social isolation/loneliness, wellbeing, housing, unemployment, welfare benefits and contribute this knowledge to a local directory.
6. To engage across the identified GP surgeries on a regular basis.
7. Work as part of the team within the surgeries, attending team meetings and liaising with healthcare professionals to increase visibility of the service and to ensure information is up to date and relevant.
8. Work as part of the Adur and Worthing Wellbeing Team, attending team meetings, raising awareness of the project and ensuring referrals and feedback mechanisms to the team are effective.
9. Commit to and undertake regular training sessions to extend and update own knowledge of wellbeing issues.
10. Undertake all duties in accordance with Council policies, in particular those relating to Customer Care and Equal Opportunities.
11. Undertake such other duties as may reasonably be allocated to the postholder, which may involve providing assistance in any section of the department as may

be required from time to time.

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Undertake any duties regarding health, safety and welfare at work, civil contingencies and business continuity which may reasonably be allocated to the postholder as a result of legislation, codes of practice or Council policies.

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Promote the service and Council positively at all times.

The post holder will be required to undertake such other duties as may be required within the grade and competence of the postholder. Therefore, the list of duties in this job description should not be regarded as exclusive or exhaustive.

Duties will be set out in this job description but please note that the Council reserves the right to update the job description, from time to time, to reflect changes in, or to, the role. The post holder will be consulted about any proposed changes. Significant permanent changes in duties and responsibilities will require agreed revisions to be made to this job description.