

FREEDOM COMMUNITY ALLIANCE JOB DESCRIPTION



POST TITLE:	Freedom Health and Lifestyle Coordinator		
POST NO:	FCA 3/2025	SERVICE UNIT:	Freedom Day Centre
HOURS:	20-26 hours a week (subject to negotiation)	HOLIDAYS:	28 days pro rata based on full time
SALARY:	£24,000 - £26,000 FTE	CONTRACT	Initially fixed for 12 months
JOB PURPOSE: Freedom Community Alliance is a Christian charity based in Barnstaple that delivers support, in partnership with other front line agencies, to vulnerable local adults including those struggling with homelessness and addiction. This is an exciting new role that forms part of a suite of activities that provide opportunity to engage people in an attempt to help break addiction cycles. The 'Freedom to Explore' concept covers a range of areas and starts with our 'Freedom to Move' programme. We envisage some flexibility in hours and pay for the right person, subject to negotiation. Services at FCA are all geared towards helping clients take control of their lives and make positive steps forward. Many clients of the Freedom Centre are homeless, have substance misuse issues, are experiencing mental health problems and have other life controlling problems and are very often suffering from the effects of social exclusion, poverty and deprivation. The initial aim of this role is to encourage improvement in the health and wellbeing of FCA clients through increased access to exercise, activities, and advice about healthy lifestyle choices. The role will involve working with clients referred by the Freedom Housing, Day Centre and Rough Sleeper teams, on a 1:1 or group basis as part of the FCA aim to deliver integrated services tailored to each client. The role has three components: 1. 'Freedom to Move' programme coordinator. FCA has received funding from Sport England to facilitate a suite of physical activities as part of a wider ambition to create a programme of meaningful activities and connections to help reduce addiction-related behaviours. 2. Oversight and management of the on-site gym. To oversee the safe and effective running of the Freedom Gym; ensure the equipment is maintained well; undertake gym inductions and encourage clients of FCA to utilise the gym and other facilities in adopting an individual healthy lifestyle plan. 3. Personal training programmes. Creating personal training programmes and leading individual or group training sessions in the gym. 4. Develop further opportunities within the 'Freedom to Explore' initiative. This will include building partnerships with organisations who provide suitable meaningful activities. The job is based at The Freedom Centre in Barnstaple and primarily involves dealing personally with FCA clients in a supportive, compassionate non-judgemental way in line with the values of the organisation. The job holder will work closely with members of the FCA staff and partnership team.			

POSITION IN ORGANISATION:

Number Directly Supervised: **Staff:** 0 **Manual:** 0

Line Manager (post title): Operations Manager, Staff

POST CLASSIFICATION (tick one box):

Director in Charge	Exec. Director	Head Major Division	Senior Managem't	Middle Managem't	Junior Managem't	Supervising Small Section	No Supervisory Responsibility
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Job Description*Freedom to Move*

- Design, coordinate and lead activities to run predominantly in the afternoons
- Liaise with FCA staff to understand and meet client needs in terms of an activity programme
- Liaise with external providers to coordinate an effective programme
- Manage a programme budget and be accountable for the progress of clients through the programme
- Lead a range of activities including education on healthy living and nutrition
- Engage other FCA and support workers when creating a successful and engaging programme
- Keep records of client engagement

Gym

- Overseeing the day to day running of the Freedom Gym
- Take overall responsibility for the safety, maintenance and servicing of all gym equipment (roughly one hour per week)
- Proactively promoting the benefits of using the gym with FCA clients.
- Conducting gym inductions with FCA clients who have been referred to by the Day Centre/Housing teams.
- Monitoring the safe and appropriate use of the gym by FCA clients during opening times and in line with agreed Gym rules.
- Develop individual health and wellbeing plans that encourage clients to adopt other healthy lifestyle choices and will be included in their support plans
- Working closely with the FCA reception staff to ensure all necessary records are maintained

Hours of Work

- Flexible working over three week days with the possibility of occasional Saturday programmes.
- A structured programme with regular times will need to be agreed
- Opportunity for training and development of the role

SKILLS, KNOWLEDGE AND EXPERIENCE:

ESSENTIAL

The postholder will need to:-

- Hold a current UK full driving licence
- Possess good inter-personal communication skills with the ability to relate well with all clients encouraging them to engage positively; to be diplomatic and remain calm under pressure.
- Be enthusiastic about supporting healthy lifestyles
- Be willing to engage with individuals on a personal level
- Be friendly, approachable and empathetic who can communicate effectively with people from all backgrounds in an empathetic, compassionate and non-judgemental way.
- Be creative in designing effective programmes and encouraging clients to engage
- Be determined to see success
- Be willing to attend training or qualifications as needed

DESIREABLE

Ideally, the postholder will:

- Be a level 3 qualified Gym Instructor or willing to gain this qualification
- Have a good understanding of Health and Safety matters related to the use of the gym.
- Have experience of working with vulnerable people ideally those struggling with addiction
- Recognise they are an ambassador of Freedom Community Alliance having a clear understanding of what good customer service looks like and ability to deliver high standards of customer care.
- Demonstrate a commitment to self-development.
- Have high levels of self-motivation and initiative and able to carry out work with minimum supervision.
- Be well organised, methodical, reliable and professional in managing all necessary tasks related to the Freedom gym.
- Be able to demonstrate good prioritisation so as to effectively deal with conflicting demands and work to deadlines when required

Freedom Community Alliance is a Christian charity and the job holder will need to demonstrate an open and accepting attitude towards the Christian ethos of the Charity.

PROCESS:

1. Deadline for completed application forms and CV - 5pm Thursday 27 November
2. Interviews to be held at the Freedom Centre in mid December, as agreed with applicants