

Recruitment Pack KA Leisure

Community Health &
Wellbeing Project Manager



Welcome from Malcolm McPhail



Thank you for your interest in applying to join KA Leisure. This is a really exciting time for our organisation.

That's because after two years of significant restrictions we are well on our way to recovery.

Over the last six months we've seen unprecedented growth across our business, as vibrant new and returning venues have come back to life.

Whether it's been returning members or first-time sign ups, there's been an amazing energy at KA Leisure and so we're pushing on, relentless in our ambition to create a brilliant proposition to help people across North Ayrshire continue to get more active, more often.

And with some of the best fitness and wellbeing technology you'll find anywhere, they're embracing facilities where every penny we earn for KA Leisure is reinvented in venues, people and programmes.

There is a compelling need for a radical shift in emphasis from 'fitness' to 'wellness' supporting people to move more and engage in physical activity and sport, and to maximise the contribution leisure provides to health and wellbeing.

Our exceptional Health & Wellbeing service is playing its part as we transition from a traditional 'Leisure' service to a Community Health and Wellbeing Company. They provide an exceptional range of services to people who don't always find it easy to access regular physical activity. We intend to grow this strand of our work, to meet demand.

We're committed to making KA Leisure the best place to work, and so we've got big plans this year, including the launch of KA Health & Wellbeing, to support colleagues proactively, building help and assistance to help you find the right work-life balance. As part of this we offer free KA Leisure membership.

All of this is against the backdrop of one of the most beautiful parts of the country.

If you've got drive, enthusiasm and energy then we'd love to hear from you.

Wishing you every success.

Malcolm McPhail
Interim CEO, KA Leisure

Introducing KA Leisure

At KA Leisure we believe that everyone across North Ayrshire should have the opportunity to get more active, more often.

We manage nearly 20 facilities across the area, including leisure centres, swimming pools, an ice rink, golf courses, and community sports hubs. Many use some of the most advanced technology in health & fitness.

But it's about far more than just bricks and mortar.

Yes, we offer membership programmes for all the family, which are hugely successful, but we also create opportunities for people to get active who might find it more difficult.

This includes disabled people, minority ethnic communities, those living with long-term health conditions and people who can be vulnerable or socially isolated. Our Health & Wellbeing programme is recognised across Scotland as sector-leading.

That way we work is actually very simple. We're super agile, and incredibly nimble. We focus on solutions that deliver results.

In the coming months our focus will be on growing our organisation, continue to increase our membership after pandemic restrictions. And we're going to focus on community wellbeing, because we believe there is both demand and opportunity to help more people.



Why work with KA Leisure?

KA Leisure is a vibrant, energetic organisation and this is a great opportunity to work with us (of course we'd say that). Every single person we employ is integral to our ambition which means any one of us can influence change, grow in their role, and build new skills.

Benefits include:

- Competitive salary (see job description)
- Access to a generous contributory pension scheme
- Generous annual leave allowance
- Free gym membership with reduced rates for family
- Access to the Cycle to Work Scheme



Role Profile

Post Title: Community Health & Wellbeing Project Manager

Vacancy Reference: L1181

Salary: £35,870- £40,620

Responsible to: Head of Operations and Customer Service

Hours: 37hrs

Location: Head Office, Quarry Road, Irvine

Role Summary

To support KA Leisure in the transformation of traditional leisure services to become an exemplary health and wellbeing provider for North Ayrshire.

Utilising physical activity as an intervention to support public health, address and manage health conditions, engage with communities, reduce inequalities and maximise the contribution leisure provides to health and wellbeing.

Job Purpose

Building upon our well-established, sector leading Health and Wellbeing Service, the job purpose is to take a lead role in shaping future service design to transform our current leisure service provision into a Community Health and Wellbeing Company.

As the Community Health and Wellbeing Company Project Lead you will link with a range of stakeholders and regional and national partners including the North Ayrshire Community Planning Partnership to ensure the organisation optimises the role health and wellbeing plays in achieving shared outcomes.

Key Tasks and Responsibilities

The Community Health & Wellbeing Project Associate will play a critical role in the transition and establishment of a North Ayrshire Community Health and Wellbeing Company. The post holder will be required to work with the KA Leisure Community Health and Wellbeing Company Steering Group, a range of stakeholders and delivery staff on the development, design and successful delivery of a North Ayrshire Community Health and Wellbeing Company.

Project Management

- Plan, implement and deliver a complex project which will deliver the expected outcomes. Projects scope will be defined and managed by the programme will be defined and managed by the KA Leisure Community Health and Wellbeing Company Steering Group
 - Take the lead role in project managing the establishment and development of the Community Health and Wellbeing Company
 - Facilitate and coordinate the Community Health and Wellbeing Company Strategic Steering Group and Officer Working Group
 - Capture and confirm the needs of stakeholders to ensure their respective requirements are addressed and understood
 - Provide regular documented highlight reports, and exception reports as appropriate, to keep project stakeholders and the governance structure appraised of progress and the achievement of key milestones
 - Develop, and implement identified key priorities to translate strategic priorities into operational delivery
 - Proactively manage risks and issues on a day to day basis to provide mitigation and remove barriers to progress
 - Identify and agree outcomes which support innovation in the development of sustainable and scalable models of practice
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Collaboration

- Ensure that the Community Health and Wellbeing Company identifies and responds to changes in partner needs and expectations
- Nurture existing and develop new partnerships, to establish and maintain alliances to develop the Community Health and Wellbeing Company and maximise the potential of inward investment alongside extending existing commissioning arrangements
- Convey concepts to a wide range of audiences and build relationships with a variety of stakeholders including beneficiaries
- Establish and sustain positive relationships and partnerships that generate confidence, respect, credibility and trust to achieve required outcomes
- Accelerate best practice around collaboration, flexibility and inclusion

Service Design & Implementation

- Prioritise an approach that focusses on prevention and early intervention and develops delivery models which focus on pre-intervention, social prescribing and rehabilitation
 - Co-ordinate internal and external services to take into account the complexity of people's lives and their overlapping health and social needs
 - Lever our current offerings and build upon these to deliver commercial, innovative and practical solutions that are aligned to organisational objectives
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Performance and Demonstration of Impact

- Ensure that the organisation's performance and key quality assurance targets are developed and met
 - Establish a range of key performance indicators to monitor the implementation and impact of the Community Health and Wellbeing Company
 - Integrate a robust programme of process and impact evaluation systems to record and demonstrate impact from both quantitative and qualitative perspective with a focus on social return on investmentProvide insight and interpretation on data trends relating to national and local health and wellbeing intelligence
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Communications

- Ensure that the Community Health and Wellbeing Company's communications, PR, marketing and media relations and activities are effectively undertaken
- As an ambassador, act as a champion for the organisation brand
- Create a culture of continuous improvement, innovation and strong customer focus

Essential/desirable criteria

	Essential	Desirable	Evidence
Education and Qualifications	<p>Educated to Degree level or Professional qualification in an appropriate discipline</p> <p>OR equivalent</p> <p>Evidence of ongoing Continued Professional Development</p>	<p>Professional Qualification in Leadership and Management</p> <p>Relevant Professional Membership</p> <p>Project Management Qualification – E.g Agile, Prince 2, or equivalent experience</p>	Application Form Interview
Experience	<p>Experience of leading change projects and business change methodologies</p> <p>Experience of partnership working to deliver a diverse range of operational and delivery services</p> <p>Experience of data management, analysis, interpretation and presenting information</p> <p>Experience of demand analysis and process mapping</p> <p>Awareness of risk management issues in a project environment</p> <p>Experience of project management in a health, leisure, community development, social change setting</p>	Experience of project management in a health, leisure, community development, social change setting	Application Form References Interview
Skills and Abilities	<p>Ability to lead projects and work effectively under pressure to meet deadlines</p> <p>Ability to lead projects and work effectively under pressure to meet deadlines</p> <p>Knowledge and understanding of outcome focused practices</p> <p>A collaborative approach to working</p> <p>Effective negotiation and influencing skills</p> <p>Display ownership and accountability</p> <p>Ability to produce and present reports</p> <p>Good understanding of communication and effective engagement practices</p>		Application Form References Interview
Other	<p>Committed to continuous improvement</p> <p>Ability to recognise and maintain confidentiality</p> <p>Ability to travel throughout North Ayrshire</p>		Application Form Interview
Key Behaviours	<p>Professional and a customer focused approach</p> <p>Enthusiastic, motivated and resourceful</p> <p>Performance orientated</p> <p>Confident and presents a professional image</p> <p>An entrepreneurial, innovative, creative and flexible approach to meet the needs of the organisation</p>		

How to apply

Please send your CV and a covering letter to recruitment@kaleisure.com

Our deadline is Friday 10 June 2022

