

JOB DESCRIPTION

Post Title: Move More Officer (Walking , Cycling and Jogging)	
Department: Place (CWB)	Establishment/Post No:
Accountable to : Principal Wellbeing Development Officer	Responsible for : Casual Employee's and Volunteers
Division/Section: Bury Live Well Service	Post Grade: TBC
Location: Castle Leisure Centre and Outreach sites	Post Hours: 37 hours per week in accordance with Bury Council flexible working
Special Conditions of Service: Evening and weekend work are a part of the normal week Driving license Casual Car User Allowance subject to annual review Subject to satisfactory enhanced CRB check	
Purpose and Objectives of Post: <p>The post holder will work as part of the Bury Live Well Service and with support from managers be responsible for encouraging Bury's residents to move more by using alternative forms of active travel i.e. walking, cycling and jogging whilst maximise the Bury green spaces for physical activity.</p> <p>The role will be expected to build active travel into the daily lives of our communities to replace car journeys.</p> <p>The Move More officer will develop Moving More programmes that ensure a gold standard service is built in at every level, specifically including behaviour change methodology and community engagement.</p> <p>The Move More officer will contribute to Bury's Moving Strategy and GM Moving key aims of becoming the first walking region and encouraging 75% of Bury's population to be active or fairly active</p> <p>The post holder will work alongside the Live Well Service to help reduce levels of Bury resident's inactivity and increased participation in physical activity via moving more will be a key priority of the Healthy Streets Officer remit.</p>	
Accountable to: The Head of Wellness Operations	
Immediately Responsible to: Principal Wellbeing Development Officer	
Immediately Responsible for: Casual staff and volunteers	

Relationships:**Internal:**

Schools

Integrated Wellness team

BEATS team

Live Well service

SAPAS team

All Department of Communities and Wellbeing employees and employees of other departments

Council Members

External :

TfGM

GMCA

Funding bodies

Government departments

LCO and OCO officers

Local businesses

Members of the public

A range of Health professionals

Local Community groups

Officers in like positions in other authorities

Local GP's and Practice Nurses

Officers of Bury CGG

Staff of Peninne Acute and Peninne NHS Trust

All Falls referring Health professionals

Control of Resources:

Personnel: Liaise with Wellness employees

Climate Change/Active Travel budgets

Grant awards

Financial: Operational and Training Budget Green Activity

Equipment/Materials: Green space activity equipment

Health & Safety: Responsible for Green space activity staff safety, personal safety and the safety of those participants involved.

Specific Responsibilities:

- Promote and implement measures to embed healthy streets into the daily lives of our communities to replace car journeys, improve health, reduce carbon, improve air quality and reduce congestion.
- Contribute to the development of the Local Cycling and Walking Infrastructure Plan (LCWIP) for Bury and build towards the GM Moving Vision of becoming the first walking region. To also work alongside the councils Travel Planner and Active Travel Partnership.
- Promote ambitions of Bury's Moving strategy in supporting operational excellence in Bury and contribute towards the relevant strategic objectives and priorities.
- To work alongside the Highways/Engineering Department and the proposed Bee Network and rollout of wayfinding to create opportunities for communities to move more round these new schemes and routes.
- To work alongside and support the Healthy Workforce Wellbeing Officer and Plan to ensure opportunities to secure additional investment for cycle shelters and other measures to promote healthy streets.
- Work with our communities to develop Move More actions for Bury's Climate Action Plan.
- Develop and deliver Move More related actions in Bury's Climate Change Action Plans and GM Clean Air Plan
- To maximise the opportunities to improve cycling and walking by implementing the recommendations of the Made to Move Report, through developing move more opportunities via any Bury 'Bee Network' infrastructure, utilising the GM Mayor's cycling and Walking Challenge Fund.
- To lead and develop a new community Walking and Cycling Forum for Bury to champion opportunities around cycling and walking. To ensure key stakeholders are engaged to contribute towards the Bury Moving Strategy.
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- -Support communities- to work with a range of community members/groups to understand the barriers preventing active travel
- to work with communities and groups to identify effective methods to overcome the barriers and promote move more offers in different communities
- Support communities in successfully scoping and managing moving more programmes (cycling , Jogging and Walking) with aspirations of participants registering for Bury's annual Running Festival plus GM Walking Festival & The South Pennine Walk & Ride Festival.
- Signpost and support community groups with grant funding opportunities and work with the voluntary sector to ensure a Move More network of volunteers and champions
- Seek out and apply for relevant funding opportunities and manage any funding /grant allocations and make appropriate returns to funding providers as required

Create a quality and sustainable environment ensuring conditions for more people to move more and use public transport by embedding physical modes of transport into daily life thus contributing to less congestion and air pollution.

- Build activity back into people's lives as our parks, open and green spaces are quality environments support people to lead more active lifestyles. Maximise the potential of green open spaces, green networks, recreational spaces, & sports facilities and healthy streets
- To support the Bury Local Pilot to ensure walking, jogging and cycling is embedded into local plans.
- Transfer expertise and knowledge as appropriate via supporting people to lead more active lives, including creating leaders in communities, building social networks, training people that lead and support volunteers including jog leaders and walk leaders.
- Encourage Active Travel Plans to local schools in the borough to help enable more young people to walk and cycle to school.

- Encourage and facilitate the implementation of relevant measures in workplaces to increase participation in active travel , change travel behaviour , reduce congestion and CO2 emissions
- Ensure appropriate allocation and management of resources, including finance for which the post holder is responsible.
- Analyse, interpret and present data to highlight issues and risks to support decision making.
- Contribute to learning locally , regionally and nationally

Where an employee is asked to undertake duties other than those specified directly in his/her job description, such duties shall be discussed with the employee concerned who may have his/her Trade Union Representative present if so desired.

Job Description prepared by:	Sign:	Date:
Agreed correct by Potholder	Sign:	Date:
Agreed correct by Supervisor/Manager:	Sign:	Date:

**BURY COUNCIL
ENVIRONMENT AND DEVELOPMENT SERVICES**

BURY COUNCIL

**PERSON SPECIFICATION
Active Adult Development Officer**

ASSESSMENT METHOD	SHORT-LISTING CRITERIA	ESSENTIAL	DESIRABLE
Application	Degree or equivalent in a sports, leisure or physical activity related subject	✓	
Application	Walking for Health walk leader – cascade trainer qualified		✓
Application	Walking for Health leader qualified		✓
Application/Interview	Good knowledge of the impacts of road transport on climate change and air quality and the positive role active travel can play in relation to these agendas	✓	
Application/Interview	Experience of implementing effective active travel projects and measures to achieve real change amongst all sections of our community.	✓	
Application / Interview	Experience of developing plans to address inactivity and increase participation.	✓	
Application / Interview	A minimum of 2 years experience of working across multi-agency partnerships and stakeholders	✓	
Application / Interview	Knowledge and experience of behaviour change methodology	✓	

Application / Interview	Knowledge of the impact of physical activity and inactivity on health and wider outcomes.		✓
Application / Interview	Engaging hard to reach communities and target groups in sport and physical activity		✓
Application / Interview	Experience of recording and monitoring budget expenditure		✓
Application / Interview	Working knowledge and ability to use ICT	✓	
Application / interview	Ability to plan effectively, organise resources and meet deadlines	✓	
Application / Interview	Experience of monitoring and evaluating projects against key performance indicators	✓	
Application / Interview	Understanding of equality and diversity.	✓	