

Programme Developer and Trainer (Maternity Cover, 12 months)

JOB DESCRIPTION

MEND (Mind, Exercise, Nutrition...Do it!) is a social enterprise which was established in 2004 to enable a significant, measurable and sustained reduction in global childhood overweight and obesity levels. Its flagship intervention, the MEND Programme was developed at Great Ormond Street Hospital for Children and the Institute of Child Health, University College London and is one of the UK's most innovative and effective obesity prevention and treatment programmes for 7 to 13 year old children (and their parents). MEND is a 10-week multi-component healthy lifestyle programme encompassing education on healthy eating, fun games to stimulate an active interest in physical activity and behaviour modification techniques to boost self-confidence.

The course is now available in more than 250 community locations across the UK and is offered completely free of charge to participants through support from the Big Lottery Wellbeing Fund, Sainsbury's supermarkets and a variety of Primary Care Trusts, Local Authorities and leisure services providers. MEND is in the course of supplementing the MEND Programme with additional obesity prevention and treatment programmes for other age groups, including the Mini-MEND Programme for 2 to 4 year olds. The organisation is also extending its network of sites internationally and already has MEND Programmes in Australia and Denmark.

The role

The Programme Developer plays a crucial role at MEND. The role entails developing and improving MEND's various Programmes, with an initial focus on The Mini-MEND Programme, contributing to the Continuous Improvement process and delivering Mini-MEND Training. You will also be responsible for contributing to the continuous improvement of Mini-MEND resources, Ideally you will possess experience in designing evidence-based interventions for the early years and delivering group-based training.

In addition, with frequent feedback and suggestion from families, sites and the internal team, you will be very organised, a great communicator and able to multi-task.

You will sit within the Research and Continuous Improvement team; whilst working independently, you will also be required to function as part of a wider team – with the potential to get involved in other development projects.

Main Responsibilities

In this post you will be responsible for a wide range of duties including, but not limited to the following:

- *General*
 - Contribute actively to the continuous improvement of MEND's processes and content, by being a point of contact for gathering feedback from Programme Managers, trainers and Regional Managers
 - Gain a grasp of all Mini-MEND material – manual, kit, slides, handouts etc
 - Develop effective relationships with colleagues across all functions to improve the Mini-MEND programme
 - Deliver a Mini-MEND programme in order to understand all the processes involved
 - Be involved in future development of MEND products
 - Keep up-to-date with current nutritional and health related issues

- *Training*
 - Contribute to the development of Mini-MEND training programmes for all users – trainers and delivery teams
 - Deliver Mini-MEND training as and when required

Location

You will be largely based in our London office near London Bridge and Tower Hill.

Pay and benefits

Pay will be competitive and dependant upon experience, will range from £33,000 - £35,000 per annum

You will also be entitled to an annual leave allowance of 24 days.

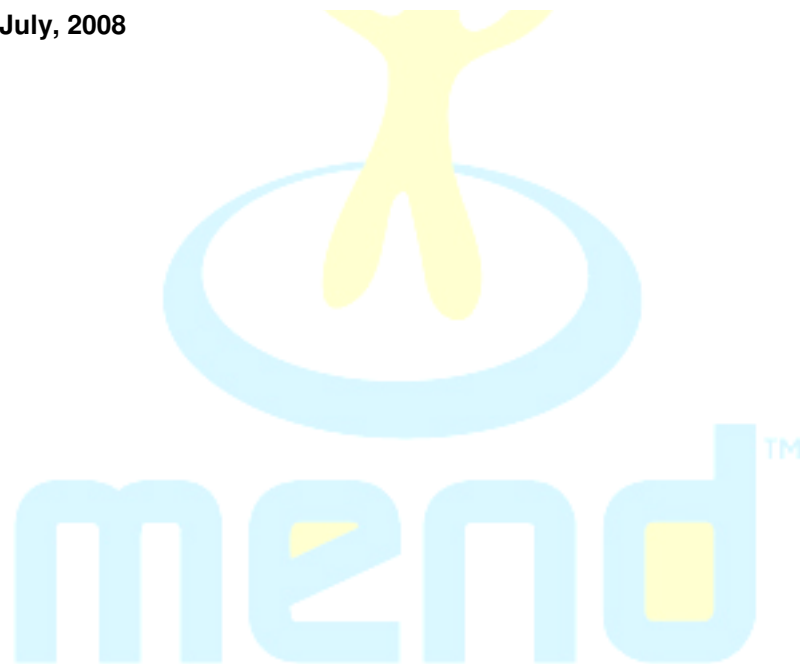
How to apply

If you meet the above requirements, are seeking an enriching programme development role with an entrepreneurial social enterprise and are passionate about making a difference to childhood obesity, we would like to talk to you.

Please send your CV with a cover letter to careers@mendprogramme.org and we will review your application. Please provide an indication of your earliest possible start date.

MEND Central is an Equal Opportunities Employer. Please note that as we work with childhood obesity we carry out enhanced Criminal Records Bureau checks on all staff.

Closing Date 16th of July, 2008



Programme Developer and Trainer

PERSON SPECIFICATION

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Experience working with groups, particularly children under 5 years and their families. • Experience training groups of health and childcare professionals • Weight management experience • Experience working in the field of child nutrition • Designing and implementing health initiatives 	<ul style="list-style-type: none"> • Experience of working in the voluntary & public sector • Experience of the healthcare, leisure industries, teaching or the public sector would be an asset • Delivered or assisted on a MEND or Mini-MEND Programme • Experience using cognitive behavioural techniques or behavioural management techniques • Experience of paediatric weight management
Skills and ability	<ul style="list-style-type: none"> • Excellent written and verbal communication skills • Project management skills • Able to gather feedback from various sources and disseminate information to make sound judgements • Attention to detail • Effective organisational skills with proven ability to multi-task and manage multiple priorities / projects simultaneously and to prescribed deadlines • Effective and committed team player yet self-starter • IT literate, with solid working knowledge of MS Word, Excel, PowerPoint and Outlook 	<ul style="list-style-type: none"> • Desktop publishing – e.g. Quark, Adobe In-Design skills
Knowledge and understanding	<ul style="list-style-type: none"> • Knowledge of human nutrition • Knowledge of obesity management (ideally with children) • Knowledge of the MEND and/or Mini-MEND Programmes 	<ul style="list-style-type: none"> • Knowledge of public sector agencies and public policy in relation to health & social care • Knowledge of paediatric nutrition
Personal attributes	<ul style="list-style-type: none"> • Self-motivated • Able to work under pressure • Organised and able to prioritise work load • Passionate about health – specifically physical activity, nutrition and behaviour change 	
Qualifications	<ul style="list-style-type: none"> • Bachelor's degree 	<ul style="list-style-type: none"> • Preferably linked to health or childcare
Other requirements	<ul style="list-style-type: none"> • Need to be able to work flexible hours • Need to be able to travel 	