**Albion in the Community**

**Brighton & Hove Albion FC**

**Job Description**

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Nutritionist/Dietitian</th>
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<tr>
<td>Reports to</td>
<td>Health Manager</td>
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</table>

**Key Contacts**

- **INTERNAL** - Health Manager, Senior Wellbeing Coach, Physical Activity Coordinator, Cancer Prevention Coordinator and Project Assistant; Community and Wellbeing Coaches
- **EXTERNAL** - Premier League, Brighton and Hove Food Partnership, Brighton & Hove Council, Public Health, Clients, Community groups, Mid Sussex District Council

**Location**

Primarily based at the American Express Community Stadium as well as outreach across the county, particularly in Brighton, Adur and Worthing.

**Contract**

Fixed-Term until March 31st 2019 with potential for extension.

**Hours**

21 hours per week to ideally be worked over four days. Due to the nature of the role a flexible approach to working hours will be required and may include weekends and evenings.

**Job Purpose**

- To develop our Food to Move programme, a youth-focused nutrition programme, for delivery in community settings
- Create and deliver a training programme for community coaches, enabling them to deliver health, wellbeing and nutrition messages within community sessions
- Work closely across AITC departments to develop a food and nutrition element within existing programmes
- Work with the health manager to identify and develop opportunities for nutrition-led mass participation programmes which support the charity’s objectives
- To help support with delivery of weight off workshops and pre-diabetes sessions as required in Mid Sussex

**Remuneration**

Dependent on skills and experience

- Auto-enrolment into the Club’s pension scheme (depending on eligibility)
- Group Life Protection (death in service cover)
- Club discounts and offers
- Access to multi-faith room

**Role Accountabilities & Key Duties**

1. To lead on the design and delivery of Food to Move for the Health team.
2. To ensure Food to Move meets funder targets and outcomes.
3. To build strong relationships with appropriate contacts in schools and Public Health across the area to support delivery of health activities that meet the aims of AITC and the wider national health agenda.
4. To help develop further sustainable youth health projects in local schools, including working on funding bids with Health Manager and Funding and Policies Manager.

BHAFC/AITC are committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

BHAFC/AITC are fully committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.
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### 5
To create and quality assure food and nutrition information suitable for our participants’ age, income and life opportunities to support development of healthy lifestyle.

### 6
To arrange and deliver training sessions to community coaches and staff.

### 7
To deliver weight off workshops and pre-diabetes group sessions as required, supporting the senior wellbeing coach.

### 8
To promote sessions to the target groups including advertising, events and outreach presentations.

### 9
To provide nutrition advice and input for wider AITC team, ensuring quality control of all diet advice materials.

### 10
To keep abreast of national and local youth health drivers, with a deep understanding of public health priorities and how these translate into community projects.

### 11
To monitor progression and maintain records including Substance Views online system.

### 12
To gather and prepare insights and data within agreed evaluation frameworks to report to councils and other stakeholders to ensure impact is accurately captured.

### 13
To attend department, project and steering group meetings.

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**General Duties & Accountabilities**

- To support both AITC and Brighton & Hove Albion FC in their aims and objectives at all times.
- To ensure compliance with all relevant Club policies, including health and safety policies.
- To ensure compliance with all relevant legal, regulatory, ethical and social requirements.
- To build and maintain good working relationships both internally and externally, maintaining a professional image at all times when representing AITC and Brighton & Hove Albion FC.
- To keep confidential any information gained regarding the Charity, Club and its personnel.
- To maintain a flexible approach to work at all times.
- To undertake other duties and responsibilities as required from time to time.

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**General Expectations**

- To uphold and live our Team Brighton Values; Treat people well, Exceed Expectations, Aim high (never give up) and Make it special.
- To be a champion of equality and diversity in the workplace and treat all staff, customers, sponsors, clients and applicants with fairness, dignity and respect.
- To report incidents of any form of discrimination through the correct channels.
- To promote best practice in safeguarding and create an environment that is safe for children young people and vulnerable adults.
- To report safeguarding concerns through the correct channels.
- To ensure that any safeguarding training and certificates are kept up to date.

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This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in light of the changing needs of Albion in the Community.
Person Specification

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<thead>
<tr>
<th>Qualifications</th>
<th>Essential</th>
<th>Desirable</th>
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<tbody>
<tr>
<td>1 Registered Nutritionist or Dietitian at degree level</td>
<td></td>
<td>✓</td>
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<tr>
<td>2 Valid and accepted enhanced FA DBS CRC (Criminal Background Check) or be willing to undertake this check if successful</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>3 Valid FA Safeguarding Children Certificate</td>
<td></td>
<td>✓</td>
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</table>

**Skills, Knowledge & Experience**

| 4 Experience of working in nutrition role to improve health outcomes | ✓         |
| 5 Experience of direct promotion and engagement with communities/community groups and young people | ✓         |
| 6 Strong organisational skills, with ability to juggle priorities | ✓         |
| 7 Experience of working with young people to help increase knowledge of healthy eating | ✓         |
| 8 Understanding of Public Health initiatives and key legislation including Change 4 Life campaign | ✓         |
| 9 Experience of working in schools settings, with an understanding of the key drivers that impact schools both locally and nationally | ✓         |
| 10 Excellent IT skills to include Microsoft Word, Excel and PowerPoint | ✓         |
| 11 Good knowledge of communities and community networks | ✓         |
| 12 A good understanding of an insight led approach and be committed to a model where the target audience are directing the delivery | ✓         |
| 13 Experience of preparing and delivering training sessions | ✓         |
| 14 A wide knowledge of key factors that enable a healthy lifestyle | ✓         |

**Attitude/Behaviours**

| 15 A dynamic, hardworking and enthusiastic individual with a can do approach | ✓         |
| 16 A genuine team player, who takes responsibility for their role | ✓         |

**Personal Qualities**

| 17 Excellent communication skills and ability to build rapport with people from various backgrounds | ✓         |
| 18 Ability to prioritise and meet deadlines | ✓         |
| 19 Ability to work unsupervised and independently | ✓         |
| 20 Ability to work calmly under pressure | ✓         |
| 21 Flexible approach to working hours to include evenings and weekends | ✓         |
| 22 Willingness to learn and share knowledge | ✓         |

*Last Updated May 2018*

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