**LOWER ORMEAU RESIDENTS ACTION GROUP**

**HEALTHY LIVING CENTRE CO-ORDINATOR**

**PERSONNEL SPECIFICATION**

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| **CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| **QUALIFICATIONS &**  **ATTAINMENTS** | A degree (or equivalent 3rd level qualification) in a health related subject.  **OR**  LORAG will consider 5 years experience which can be proven relevant to the post. | Mental Health Training ( e.g., Safetalk, Mental Health First Aid), Smoking Cessation Training, Nutrition Training and Drug/Substance abuse awareness training. |
| **RELEVANT EXPERIENCE** | Experience working in Health Development  Clear knowledge of the current health and wellbeing issues impacting individuals, families and communities within as area of multiple deprivation  Competent use of Microsoft Office (including word, excel & PowerPoint) | Proven experience writing reports and budget management. |
| **KNOWLEDGE**  **&**  **UNDERSTANDING** | Proven knowledge in the delivery of community based services.  Knowledge of health development policies and models in Belfast & Northern Ireland. | An awareness of disability, special needs and cultural sensitivity. |
| **DISPOSITION** | High levels of professionalism ,customer service & quality standard |  |
| **OTHERS**  **FACTORS** | Able and willing to work unsocial hours to meet the objectives of the post | Access to a form of transport that will allow the post holder to meet the requirements of the post |

**Please note:** Only those applicants who clearly demonstrate relevant achievement, experience, Knowledge and understanding of the essential criteria will go forward to the next stage in the recruitment and selection process. The desirable criteria may be used for short listing if required.