

JOB DESCRIPTION

Job Title: The Warrior Programme Regional Coordinator for Op Courage

Salary: £28,000.

Location: - Based from home with travel across the East of England region and attendance on Residential courses.

Responsible to: Lead Regional Co-ordinator

Main purpose of the Role: The Warrior Programme Regional Co-ordinator for the NHS Op COURAGE service.

Duties:

- Build and maintain relationships with the Op COURAGE NHS Service, military charities, statutory services, partner organisations and veterans groups primarily in the East of England and other areas if/when required
- Conduct presentations as required to raise awareness and understanding of The Warrior Programme offer/courses
- Attend online weekly Multi-disciplinary Team Meetings with NHS partners to identify appropriate attendees for the courses
- Upload information to the Customer Relations Management (CRM) and PARIS CRM and conduct the necessary Risk Assessments, administration and briefings to ensure participants are Ready and Suitable prior to the course.
- Maintain contact and nurture the participant so that they arrive at the course well prepared and motivated to attend
- Attend Residential programmes - Mon pm – Thu pm (inclusive staying on site with the team) and work with

thewarriorprogramme

the team to ensure all Warriors receive a first class experience during the Residential Foundation course

- Sign post Warriors to appropriate support to continue personal development where appropriate
- Liaise with the Monitoring Co-ordinators and Veteran Liaison Nurses (VLN) and partners to ensure referrals are supported and guided throughout the 12 month programme and maintain consistent progress towards goals
- Attend and or host online courses, pre and post course workshops as required
- Collate, write and present required data and management information to the Director Operations/Senior Management Team and NHS as requested
- Any other duties related to the post as designated by the Director or Trustee

Person Specification

Essential	Desirable
Can work unsupervised, use initiative, is highly motivated, proactive and looks for solutions	A military veteran or spouse of a Veteran
Highly organized and able to administer groups of people whilst on a course	Knowledge of, statutory services and military charity organisations
Excellent interpersonal and communication skills – Articulate and credible. Able to collaborate with all stakeholders	Experience in negotiating and influencing with Managers & Directors of Organisations at Regional level
Can work as part of a remote team and is a good team player.	First aid at work qualification
Demonstrates empathy and has a good understanding of the complex needs of ex forces personnel	Able to conduct dynamic risk assessments
Able to deliver presentations to promote the Warrior Programme	Knowledge of NLP and TLT and techniques used on Warrior Programme
Competent IT Skills - word, powerpoint and excel to populate CRM database and a Facebook user	
Compile concise progress reports for senior management	
Flexible and able to work away from home in the UK as required	
Car user	

The closing date for applications is 25 Oct 24 with interviews commencing thereafter. Ideally we would wish for the successful applicant to start as soon as possible.

To apply please send your CV and covering letter to: info@warriorprogramme.org.uk

The Warrior Programme strives to be an equal opportunities employer and welcomes applications from all sections of the community. We particularly welcome applications from ex-Service personnel. Appointments are subject to an enhanced DBS check.

Please contact John Cummings, Director of Operations on john.cummings@warriorprogramme.org.uk to arrange an informal discussion.