

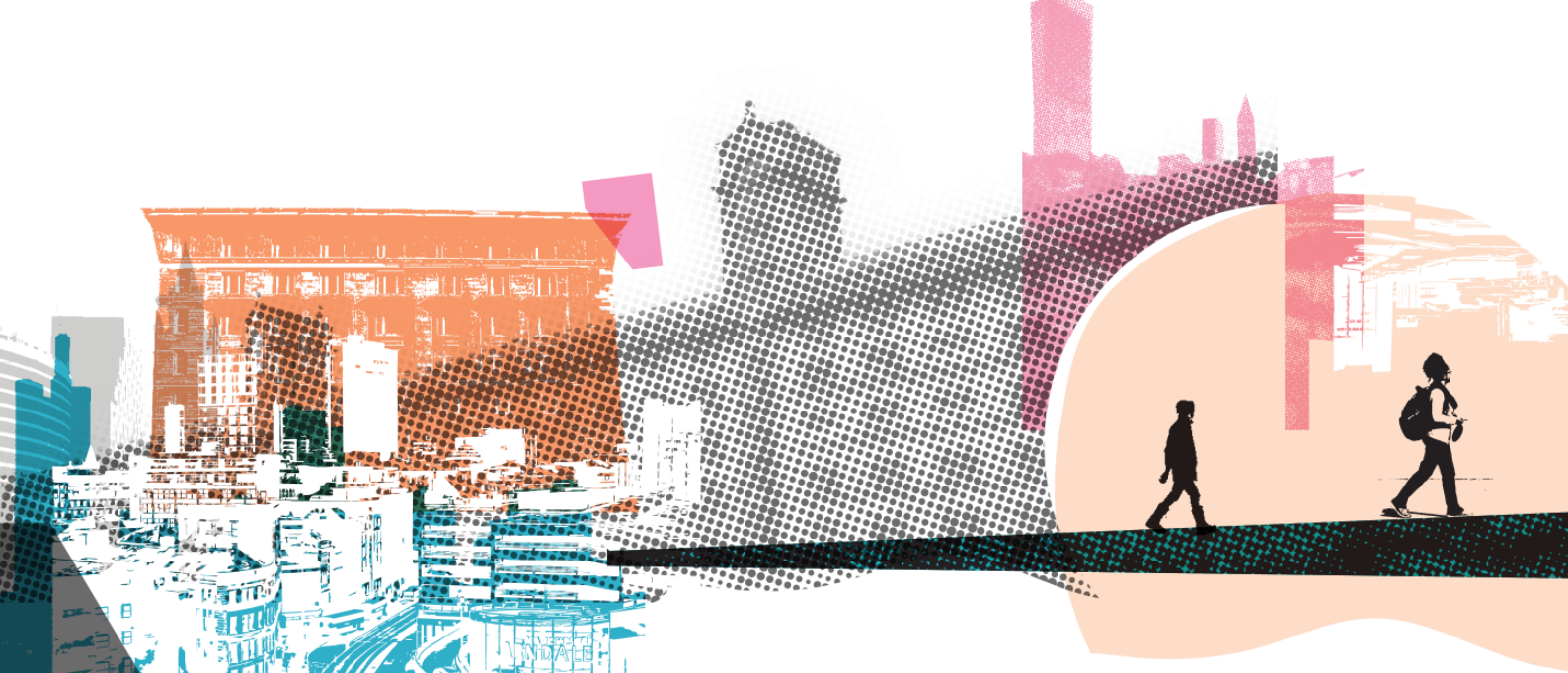
Recruitment pack

THE BIG LiFE GROUP



Substance Use, Gambling and Wellbeing Coach

This job changes lives



About The Big Life Group

The Big Life Group's mission is to fight for equity, in health, in wealth and in life. We are a social business delivering a range of services across the North of England, covering everything from mental and physical health, addiction and criminal justice, to housing, education, family support and much more. What links them together is the way we work – The Big Life Way.

We always stand shoulder-to-shoulder with people, working with them on the things that matter most to them. Everything we do is designed and informed by the needs, priorities and strengths of people and communities.

Our values

- **Courage:** We stand up for ourselves, and the people and communities we work alongside, even when that makes us unpopular, or challenges accepted wisdom.
- **Creativity:** We find innovative solutions that work, never accepting the easy option or the status quo.
- **Honesty:** We act with integrity, speaking the truth to ourselves and others.
- **Inspiration:** We are inspired by the people and communities we work with and share what we learn from them to inspire others.
- **Thoughtful:** We act with care and compassion and work to understand people's experiences. We take time to listen, reflect and continually learn.
- **Valuing difference:** We recognise and celebrate the unique qualities, gifts, insights and perspectives that different people offer.

Working at Big Life

At Big Life, work is more than a job – it's about standing shoulder-to-shoulder with people and communities, making a difference every day. We fight for equity in health, in wealth and in life, and that commitment starts with how our staff.

Be yourself

We want you to feel safe, respected and able to bring your whole self to work. Difference is celebrated here, and our staff networks - from menopause to neurodiversity, LGBTQI+ and more - create space to connect and support each other.

Benefits that matter

We offer more than a payslip - you'll find wellbeing support through LifeWorks, Simply Health and mindfulness sessions, 25-30 days' annual leave plus your birthday off, flexible working, and regular learning opportunities. Everyday perks include Blue Light Card discounts, savings schemes, cycle-to-work, free eye tests and more - little extras to make life easier inside and outside of work.

Recognised as outstanding

We're proud to be ranked by Best Companies as one of the UK's outstanding places to work, with a two-star accreditation in 2024.

A culture of trust and flexibility

Our people describe our culture as relaxed and supportive. You'll be trusted to plan your own day, take breaks when you need, and work in a way that fits with your life as well as your role.

If you're looking for more than a job - if you want to be part of a team that's bold, creative and relentlessly committed to equity – then Big Life could be the place for you.



Job description: Substance Use, Gambling and Wellbeing Coach

The basics

Salary

£31,022 per annum (NJC 17)

Hours

35 hours per week, fixed term until September 2027

Annual leave

25 days, increasing to 30 days after five years

Base

Working across Greater Manchester (supporting all 10 GM localities) wellbeing hubs.

Vacancies

2 posts. Due to the nature of the support delivered within The Wellbeing Service's Women's Centres, at least one appointment will be made to a female candidate.

Line manager

Team Leader

Closing date for applications

Midnight on Thursday, 20 August. Interview will take place on Wednesday, 2 September.

We recognise that AI tools can be useful in supporting job applications, for example by helping with spelling, grammar, structure, or clarity. However, the content of your application should reflect your own skills, experience, knowledge, and ideas. You may be asked at interview to expand on or discuss any part of your application.

What you'll be doing

As our Substance Use, Gambling and Wellbeing Coach, you'll provide specialist advice and support to colleagues across Greater Manchester who work with people on probation whose low-level substance use, gambling or emotional wellbeing impacts their rehabilitation but does not meet the threshold for structured treatment.

You'll work alongside Wellbeing Hubs and Women's Centres, helping teams develop the knowledge, confidence and skills to deliver brief interventions, harm reduction advice and community-based wellbeing support. You'll also provide direct support to a small number of individuals where needs are more complex or additional capacity is required. This is a unique opportunity to combine specialist knowledge, partnership working and coaching to improve wellbeing and reduce reoffending across Greater Manchester.

As you will travel across Greater Manchester, a car is essential for this job role.

This role requires enhanced level 1 vetting.

Main duties

1. Provide personalised support to people on probation whose substance use, gambling or emotional wellbeing is linked to offending behaviour.
2. Support Wellbeing Hub and Women's Centre teams to deliver coordinated, person-centred interventions.
3. Deliver evidence-based behaviour change and motivational interventions.
4. Build the knowledge and confidence of staff supporting people with substance use and gambling needs.
5. Develop clear referral pathways into community addiction and specialist treatment services.
6. Support individuals to access structured treatment where appropriate.
7. Help people step down into community-based wellbeing and recovery support.
8. Promote timely interventions for people with lower-level needs.
9. Maintain accurate client records and monitoring information.
10. Build effective relationships with probation, treatment providers and community organisations.
11. Contribute to service development, quality improvement and continuous learning.
12. Ensure safeguarding responsibilities and quality standards are met.
13. Escalate safeguarding concerns and increased risks appropriately.
14. Work in accordance with Big Life Group's Lone Working Policy.
15. Communicate with people in a clear, accessible and strengths-based way.

Work-related expectations

16. Work within Big Life Group's mission, values and ethos.
17. Contribute to the ongoing development of Big Life Group and The Wellbeing Service.
18. Work in accordance with all Big Life Group policies and procedures, particularly safeguarding, health and safety and information governance.
19. Commit to personal development and attend training as required.
20. Work in line with all relevant legislation and professional guidance.
21. Participate in regular supervision and annual appraisal.
22. Undertake any other duties appropriate to the role.

Person Specification: Substance Use, Gambling and Wellbeing Coach

The successful candidate will be able to demonstrate that they meet the following points, either in their application, at an interview or through taking part in a test.

Experience

1. Experience supporting people with offending histories or multiple and complex needs.
2. Experience supporting people with substance use, gambling or emotional wellbeing needs.
3. Experience maintaining client records using electronic databases.
4. Experience delivering one-to-one and group interventions.
5. Experience developing effective partnerships.

Skills

1. Ability to use electronic databases.
2. Ability to motivate and support people to achieve their goals.
3. Ability to manage a varied workload.
4. Strong communication, organisation and partnership-working skills.
5. Ability to work across housing, mental health, offending and wellbeing.

Knowledge

1. Knowledge of offending, rehabilitation and recovery.
2. Understanding of probation and community support pathways.
3. Knowledge of local communities and support services.

Education

1. No formal qualifications are required for this role. Relevant experience, skills and a commitment to learning are valued.

Personal

1. Positive outlook and a can-do attitude.
2. Non-judgemental and person-centred approach.
3. Commitment to Big Life Group's values and mission.
4. Commitment to reducing reoffending and improving wellbeing.
5. Full UK driving licence and access to a vehicle.



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in health, in wealth and in life.