

Job Description: Wellbeing & Peer Support

Salary: £28,975

Responsible to: Campaigns & Liberation Manager

Responsible for: Connectors x3 (Part Time Student Staff)

Fixed term until June 2027

This job description is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your Contract of Employment.

1. Purpose of Post:

The Wellbeing & Peer Support Lead is responsible for the operational development of the wellbeing service & provision at HSU as well as supporting the strategic development. This includes managing key interventions, supporting student co-production of wellbeing assets and advocating for student wellbeing needs within HSU, SHU & the City region, including collaborating on key policy issues. The role exists to ensure students are well-supported in their university journey through impactful and student-informed wellbeing initiatives. This will be a public-facing role.

2. Main Duties and Responsibilities

Leading on the operational delivery of a wellbeing provision.

- Lead on the planning, development, implementation and evaluation of HSU wellbeing provisions, ensuring alignment with organisational objectives and community needs.
- Manage day-to-day operations, including student staff coordination, training and resource allocation, to deliver an effective and sustainable wellbeing provision.
- Work with the Campaigns & Liberation Manager to ensure effective risk management and safeguarding procedures are in place.
- Foster and maintain partnerships with relevant stakeholders, including healthcare and community organisations, the University and others as needed to enhance service reach and impact.
- Support on the strategic development of our wellbeing offer.
- Includes leading on our social prescribing offer, Student Social Connect.

Advocating for student wellbeing need within the Hallam Community.

- Champion the needs and concerns of students by developing and executing advocacy strategies that promote student wellbeing, mental health, and overall quality of life for Hallam students.

- Collaborate with the University, HSU colleagues, student groups and regional/local services to implement programs and policies that support student wellbeing and address identified gaps.
- Establish a strong knowledge base on key student wellbeing issues within the region for the purpose of retaining relevance and development of our wellbeing provision and resources.
- Commission research from our research team to support the development of the wellbeing services offer to strengthen impact and ensure all work is data driven.
- Conduct regular feedback & co-creation opportunities with students to ensure that advocacy efforts are effectively targeting student issues to meet the evolving needs of students.
- Includes working with sexual health and drugs & alcohol harm reduction services, as well as the University Wellbeing team.

Manage and support student-led access and participation projects.

- Manage student staff in planning, organising, and executing work that supports access and participation for Hallam students, ensuring they are inclusive and impactful.
- Foster a supportive environment by offering resources & training to student leaders, student staff and student groups, empowering them to support access & participation communities and promote social justice principles.
- Collaborate with the University and external stakeholders to amplify student-led access and participation initiatives, facilitate partnerships, sustain activities that will lead to positive outcomes for access and participation students at Hallam.

PERSON SPECIFICATION

Job Title: Wellbeing & Peer Support Lead

Requirements		Essential (E) Desirable (D)	Assessed by*
1	Qualifications/Training		
1.1	Good general level of education, typically to degree level or evidence of equivalent relevant experience	E	A
1.2	Project Management Training or evidence of equivalent relevant experience	D	A/T
2	Experience		
2.1	Experience of facilitating and delivering operational wellbeing activity, such as workshops, policy development or peer support services.	E	A/I/T
2.2	Experience working with vulnerable people and managing sensitive topics.	E	A/I
2.3	Ability to manage student staff and volunteers effectively, creating an environment where they are motivated and supported to achieve their goal.	D	I
2.4	Experience of devising, planning, risk assessing and delivering events, activities, projects and training that demonstrate successful outcomes.	E	A/T
2.5	Demonstrable evidence of successful evaluation work in a wellbeing context.	E	I/T
3	Knowledge, Skills & Attributes		
3.1	Excellent stakeholder management skills with the ability to persuade & influence, internally & externally.	E	A/I
3.2	Ability to think critically and exercise independent and discretion with a solution focused attitude.	E	A/I/T
3.3	Commitment to and understanding of inclusion within a diverse and multicultural environment.	E	A/I
3.4	Knowledge & understanding of key wellbeing issues and the context within the HE sector.	D	A/T
3.5	Knowledge of access and participation work within the HE sector.	D	T
3.6	Strong understanding of wellbeing interventions & peer support initiatives and how they can be utilised in the HE sector.	D	A

***A – Application, T – Task, I – Interview**