

**Police Staff**  
**Wellbeing Manager**  
**People Services**  
**Role Definition: 20514**

**ROLE DEFINITION**

|                         |  |                       |                |
|-------------------------|--|-----------------------|----------------|
| Dept / Area Command:    | People Services  | Section:              | People Support |
| Post Title:             | Wellbeing Manager  | Post Reference:       | 20514 / WP137  |
| Post Grade:             | Grade K  | Location:             | Forth Banks    |
| Car User Status:        |  | Telephone Allowance:  |                |
| Shift Allowance:        |  | Standby Allowance:    |                |
| Weekend Enhancement:    |  | Contractual Overtime: |                |
| Line Manager:           | People Support Lead  |                       |                |
| Staff Responsibilities: | Allocated staff and trainees   |                       |                |
| Purpose:                | Lead and develop workplace health and wellbeing, providing an integrated and holistic approach to achieving a culture of wellness by ensuring wellbeing is understood and embedded in force activity, enabling workforce engagement and achievement of an outstanding service. |                       |                |

**Key Responsibilities:**

1. Ensure the Force delivers a positive culture of health, safety and wellbeing, focussing on positioning wellbeing at the centre of professional practice.
2. Lead on the development and implementation of a sustainable and innovative approach to workforce wellbeing and engagement that promotes positive physical, mental and social health, to support Northumbria Police in being recognised as a leading force for wellbeing.
3. Lead on the delivery of mental health initiatives, including Blue Light Champions and Post Incident and Trauma Support.
4. Manage and develop the external contracted provision of occupational health and chaplaincy services to provide high quality and value for money physical, psychological and emotional wellness products, services and initiatives.
5. Contribute to the development and achievement of force values and ethical standards, through the promotion of corporate social responsibility, community investment, volunteering and valuing difference including impact on workforce morale; and ensuring diversity and inclusion are promoted and embedded across the force.

6. Participate in the development of a collective culture of positive leadership, engagement and personal responsibility for learning, career development, performance and wellbeing.
7. Consult on and identify emerging issues, trends and opportunities through legislation, national guidance and best practices approaches to drive and influence decision making in relation to workforce engagement and the health and wellbeing agenda.
8. Provide leadership and direction to the People Support team including recruitment, appraisal, development and performance of staff, ensuring they have the skills, knowledge, behaviours and experience to be productive in their role and reach their full potential.

**The postholder may be required to undertake such other responsibilities as are reasonably commensurate with the grade of the post.**