



SERVICE MANAGER

Gloucester UK

We are looking to appoint a passionate and innovative individual to be part of our BeeZee Bodies team. If you are looking for a job where you can make a real difference to local people's health and happiness and to help create a vibrant, exciting work environment for colleagues, then this might be the job for you.

We believe in helping people change their lives, for good. This is really hard to do but it's worth every ounce of effort to see someone leave our services healthier, happier and empowered to keep making positive changes.

When it comes to our team, we believe that 'culture eats strategy for breakfast' and we have a strong sense of who we are and who we want to be. This is embodied in our five 'ways of being'

Be Real

We are genuine, authentic, transparent, and have integrity

Be Passionate

We are who we are and won't hide our passion for what we do

Be innovative

We are creative and love to explore new ideas

Be Empowering

We are supportive and help people to make great choices

Be Courageous

We are brave and bold and live the values we believe in

What will you actually be doing?

Firstly, you will have a lot of fun!

In between that we need someone to lead a team of Nutritionists and Co-ordinators to deliver our award-winning service. You will help facilitate a positive, innovative and creative work environment where staff can thrive individually and as a team.

You will be responsible for managing the team in the successful delivery of the BeeZee Bodies weight management programmes and ensuring that the contract KPI's are met.

As part of the role we will be asking you to:

- Lead the BeeZee team in ensuring the quality of the programme is delivered that empower people to make practical and realistic changes that have a real impact on their quality of life.
- Meet with local commissioners to provide quarterly reports and updates.
- Manage the team's performance and develop individual skills through structured supervision and 360° appraisals.
- Create a productive and fun working environment in which colleagues can do meaningful work and enjoy doing it, whilst also developing personally and professionally.
- Work with the team to plan strategically how all KPIs will be met.



- To work with the Directors to establish new recruitment paths to reach the target population groups.
- To be a steward for the organisation, helping us to grow and succeed in achieving our mission to exceed expectations, always.
- To ensure the delivery of the BeeZee Bodies programme is appropriately tailored to the age group and needs of the client groups, in terms of the activities, messages and language used.
- To work closely with the BeeZee Bodies team and local partners to continue to develop the evidence base to support the expansion into other areas.
- To facilitate the referral procedures within the team and with external partners, helping to form new and innovative referral pathways.

The important stuff: Title, Dosh, Hours

Job Title	Service Manager
Hours	Full Time (40hrs per week)
Salary	£28,000 - £32,000

Some important things that you will be doing

Your role in our organisation is important in helping BeeZee Bodies achieve its goals and as a part of our team you will:

- Contribute to a positive, friendly and productive work environment to help the team thrive, develop, innovate and explore new ideas (a good sense of humour is a must!).
- Help to ensure that we provide the highest quality services (in every aspect) available in the UK
- Be part of delivering the outcomes and KPI's required to achieve our contracted goals.
- Work to establish efficiencies in signing up more people to our programmes.

What will you get out of working with us?

We want to be your job to have meaning and be something you enjoy, so we want all our team to:

- Have work that means something and helps change lives
- Be part of a vibrant organisation who love to innovate
- Work with a team that will support you to do your job to the best of your ability
- Have a chance to take part in fun work place activities and challenges
- Participate in identifying your own professional development journey
- Have a Manager who really care about giving you a great working experience and being part of something that matters

Essential and desirable criteria for this post

Qualifications

Essential Desirable

- Educated to degree level or equivalent experience ♥
- Nutrition or similar health related qualification in a wellbeing related discipline ♥
- Portfolio evidence of continued professional development ♥

Experience

- Experience of working in a health-related environment or good understanding of the issue around maintaining a healthy lifestyle. ♥
- Experience of managing a diverse multi-disciplinary team, working as a team member and integrating new employees. ♥
- Experience of financial management financial planning, financial control and budget monitoring ♥
- Proven management experience in a development environment, with experience of contributing to corporate objectives. ♥

Skills

- Excellent verbal and written communications skills including active listening with people from a wide variety of backgrounds ♥
- Adept in technology and IT literate especially working knowledge of Microsoft Office and a good level of numeracy with the ability to analyse basic data. ♥
- Excellent organisational skills to manage and prioritise workload, anticipate needs and work on own initiative or as part of a team. ♥
- Excellent time management and ability to plan and allocate your tasks to meet the workload. ♥
- Excellent attention to detail to ensure accurate data entry of sensitive information. ♥

Personal Attributes

- Confident and Self Motivated with lots of Passion; Flexible, adaptable and creative. ♥
- Resourceful and able to adapt to a wide range of situations in order to get the job done. ♥
- Methodical with the ability to understand and meet targets and deadlines, able to learn and assimilate new information. ♥

How do you apply?

Please send a current CV with a covering letter that explains how you meet each element of the criteria detailed above to recruitment@beezeebodies.co.uk.

Your cover letter should also include answers to the following questions:

1. Where did you see this advert?
2. Why would you want to work at BeeZee Bodies?
3. Why are you confident that you would be the best person for the job?
4. What would be the first thing dogs would say to their owners if they could talk?

The closing date for this post is **Wednesday 9th January 2018** with interviews taking place the following week. The interview process involves 3 stages:

1. Initial telephone conversation
2. Group interview day
3. Final one to one interview*

*Only a selection of candidates from the initial stages will be invited to the one to one interview stage.

If you have any questions, please email Recruitment@beezeebodies.co.uk

Well done you!

You made it through all that information - now get that application started and make the first step towards a new and exciting job.

