



## **JOB DESCRIPTION**

<b>Position:</b>	Health and Wellbeing Lead
<b>Reports to:</b>	Executive Director - Education
<b>Salary:</b>	£42,500 - £46,500 Dependent on Experience
<b>Location:</b>	Dumfries House, Cumnock

### **The King's Foundation**

The King's Foundation is a charity founded by King Charles III and was first formed in 1990. Inspired by the vision and values of His Majesty, the Foundation focuses on creating better communities where people, places and the planet can coexist in harmony.

The charity offers education courses for over 15,000 students annually, health and wellbeing programmes for nearly 2,000 people every year, and spearheads placemaking and regeneration projects in the UK and overseas to revitalise communities and historic buildings.

The King's Foundation is headquartered at its flagship regeneration project, Dumfries House in Ayrshire, Scotland, and acts as custodian of other historic Royal sites including the Castle of Mey in Caithness, Scotland, and Highgrove Gardens in Gloucestershire, which are open to visitors. The Foundation also carries out its work at educational and cultural hubs in London, based at The King's Foundation School for Traditional Arts in Shoreditch, Trinity Buoy Wharf on the River Thames and the Garrison Chapel in Chelsea.

The work of The King's Foundation is underpinned by our Founder His Majesty The King's philosophy of harmony: that by understanding the balance, the order and the relationships between ourselves and the natural world we can create a more sustainable future. We have a diverse and inclusive workplace, creating a welcoming, safe space for everyone. This means that every member of our team can bring their whole self to work. We encourage qualified applicants from a wide range of backgrounds to apply to and join The King's Foundation and bring their valuable skills and experiences.

The Foundation is committed to the equal treatment of all current and prospective employees, including the provision of workplace adjustments. We do not tolerate discrimination based on protected characteristics (age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership) or other difference such as socio-economic background or social origin.

### **The Role:**

Opened in 2019, the Health and Wellbeing Centre at Dumfries House provides a range of holistic services to the local community. Services are GP and patient-led, with referrals from primary and secondary care providers. Run by The King's Foundation, it provides a range of integrated health and wellbeing programmes, with the centre also open to health charities and other organisations.

At our purpose-built Health and Wellbeing Centre, we offer programmes, courses and



complementary therapies to support NHS treatment, alongside opportunities to access nature. Examples of programmes include living with pain, diabetes and weight management, fertility wellbeing and menopause, alongside events and workshops including yoga and mindfulness.

We are looking for an individual to lead and manage a small team in developing and delivering health and wellbeing programmes within Dumfries House including:

- To lead in the development and delivery of a coherent Health and Wellbeing strategy for Dumfries House with related work plans, ensuring effective performance reporting.
- To drive forward partnership working between the Local Authority, NHS, independent contractors, voluntary organisations, staff and the public.
- To link with other departments in The King's Foundation to collaborate and develop complementary programmes.
- To be responsible for health and safety of the Health and Wellbeing Centre as guided by The King's Foundation health and safety policies and the Health and Safety Manager.

### **Key Tasks**

Specific Duties will include:

#### Leadership

- To work daily members of the health and well-being team in the delivery of effective treatment programmes and to lead in the development and delivery of new programmes and plans.
- To manage, support and develop staff through the King's Foundation staff review process.
- To be proactive in seeking and managing collaborative partnerships across a range of likeminded charities, agencies, organisations and businesses
- To plan and implement the strategic framework for the development of commercial activities within the centre.
- To lead the development and delivery of complementary therapies within Dumfries House.

#### Communication and Promotion

- To develop appropriate resources as required to support programme.
- To ensure effective performance reporting, enabling collection of data, analyses of data and reporting writing
- To ensure effective community engagement in the Health and Wellbeing programmes, through the appropriate mechanisms, for example, public partnership forums, and local community planning forums.
- To work proactively with members of the multidisciplinary/multiagency team responsible for the delivery of effective treatment programmes to identify new opportunities and areas of potential growth.
- To represent the King's Foundation at relevant conferences and events.

### Administration

- To practice autonomously and demonstrate expert problem solving and clinical decision making while accepting professional responsibility and accountability.
- To support the provision of monitoring reports as required and an annual report on the performance of the programmes.
- Working with the finance and fundraising teams to support budget management and fundraising
- As part of a small team, this postholder will also provide elements of administration to support the development and delivery of related activities such as supporting volunteer opportunities within the centre.

### **Person Specification**

**The essential skills, knowledge and experience required are:**

#### Qualification and Knowledge

- Degree, equivalent qualification or substantial applicable work experience. Degree or experience in a relevant health and managerial role would be highly desirable.
- Registered qualification with current membership of relevant professional body
- Experience in managing a team for optimum performance.
- Experience or knowledge of the value and use of using complementary therapies is desirable

#### Skills

- Excellent interpersonal, oral and written communication skills
- Strong track record of programme and business development, either in a commercial or charitable setting
- Proven ability to develop and manage stakeholder relationships and partnerships
- Track record of the development and implementation of operational and strategic plans
- Evidence of ability to communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience
- Proven sensitivity to a wide range of influences and ability to work in challenging environment
- Proven track record of undertaking and applying research and audit findings with reference to delivery of evidenced based practice.
- Evidence of Continuous professional development

#### Aptitude

- Ability to work collaboratively as part of a team
- Ability to work proactively and take initiative in developing and managing workload.

#### **Other:**

- The post will be based at the Health and Wellbeing Centre, Dumfries House Estate, Cumnock, KA18 2NJ with the requirement to travel on occasion.



- Your working hours will be 37.5 hours per week.
- You must have the legal right to work in the UK.
- This post is considered to be a regulated activity therefore any offer will be subject to a satisfactory disclosure check with the Disclosure Scotland.

**Applications:** Please submit a cover letter and CV (please note one A4 page maximum each for CV and letter) to Gordon Watson, email address: - [hr.recruitment@kings-foundation.org](mailto:hr.recruitment@kings-foundation.org) and request an application form.

**Closing date for applications: Friday 10<sup>th</sup> of April 2026    CLOSED**