

Job Profile

Job Title: Development Librarian: Health and Wellbeing

Job Grade: Level 3 Zone 1

Salary Range: £37,716 - £42,392 (pro rata 18 hours per week)

Contract Type: Fixed Term (18 months)

About Camden

'Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit, because we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

Camden's nine libraries provide free to enter, trusted spaces where people feel safe. Our libraries are a space for reader development and lifelong learning, aiding personal development for all ages. Books and online resources in our libraries enable people to explore ideas, information, knowledge and culture. Digital resources, including PCs and free Wi-Fi help tackle digital exclusion. Our Community Libraries are key resources in their local neighbourhood, bringing people together. They build strong local partnerships to tackle community needs, build community cohesion and help people build on their strengths.

About the role

This is a development role which requires strong levels of initiative, creativity and considerable capacity to network and broker partnerships. It requires a highly proactive individual with excellent interpersonal and leadership skills.

The postholder must have awareness of public libraries and the information and books they provide to support health and wellbeing. As a cross disciplinary role supporting Public Health, Adult Social Care and Libraries the postholder will need to be able to advocate and champion the role of libraries, reading, and information literacy in supporting people's health and wellbeing and collaborate with colleagues in Public Health and Adult Social Care to support joint initiatives. Experience of researching information and using this to train others and experience of evaluating programmes would be very beneficial.

As a member of the library development team your role is to help develop, deliver, and promote library services in Camden, ensuring programmes and resources are representative of and meet the needs of Camden's diverse communities. You will support implementation of key strategies for public health, adult social care and libraries. You will manage collections such as the Reading Well Collections, develop and deliver events, promotional displays, and development projects that support the Universal Offers, in particular health & wellbeing and information & digital.

The postholder will contribute to the delivery of the library reading strategy for Camden, ensuring information literacy skills are developed and kept current within the frontline libraries team and library users are supported to access information and signposted to relevant services fulfilling a social prescribing function and offering information literacy skills sessions to the public supporting the key work streams for Public Health and Adult Social Care.

You will represent the library service as appropriate at regional and national user groups and forums to share best practise and learning and showcasing our service and achievements. You will work closely with national agencies such as The Reading Agency, The Reader, RNIB, and Libraries Connected and other health related organisations.

You will build strategic partnerships, through outreach, with a wide range of stakeholders across the public, private and third sectors. You will develop close working relationships with team members in Registrars, Public Health, Adult Social Care and the Sport & Physical Activities Teams. You will co-curate events and activities that relate to the Libraries Connected Cultural Calendar and encourage social connection and wellbeing including events and activities for Black History Season, LGBTQ+

history month, Women's History Month, South Asian Heritage Month, Dementia Action Week, Movember and Reading Challenges.

You will develop an outreach programme working with the Community Library Managers to connect each library with local key partners including schools, primary and secondary, community centres, and community based organisations such as MIND, Camden Carers, Dementia Action Alliance, Camden Friends of the Earth, Think & Do and NHS health libraries in the borough ensuring the libraries are diversifying the audience they are connecting with and representative of the communities that live in the neighbourhoods. The outreach programme and partnership working will result in the delivery of the Bookstart programme, increased community participation in the libraries and activities such as rhymetimes, storytimes, reading groups, exercise classes, chair-based exercise; healthy eating; stop smoking and sexual health advice sessions

The postholder will support the Libraries Development Manager to develop roles, recruit and devise a training plan for volunteers who will help the libraries to become resident led and reflective of the community. The roles will support the work of multiple teams including public health, adult social care and libraries.

You will work closely with the Development Librarian: Stock & Resources and the Libraries Development Manager to ensure the online reference tools are promoted and you will monitor performance of these tools making recommendations for performance improvement and raising awareness of new resources that could be purchased. You will support the promotion of the Reading Well collections with stakeholders and seek funding to support the purchase of these collections.

The postholder will work collaboratively with the Libraries Development Manager to identify development opportunities, maximise external funding opportunities and their associated monitoring/reporting requirements. You will work with the Development Librarian: Stock and Resources to develop the events page and webpac page on the Library Management System highlighting the stock, information and activities that support people's health and wellbeing.

The postholder will manage those who may be allocated on a short-term basis, for example volunteers and work experience students as and when required. You will devise and deliver training and support for library staff in matters relating to information literacy, delivering events and ensure compliance with current legislation relating to Safeguarding, Health and Safety, Equality, Risk Management, Financial Procedures and Data Protection. You will contribute to the promotion of library services including contributing to the e newsletter.

About you

The postholder will have demonstrable experience of working in a public library or similar organisation and of devising, managing, and delivering a range of service development projects/initiatives with a health and wellbeing focus. Your communication skills, both written and verbal, and interpersonal skills will be excellent, and you will be able to adapt your message dependent on the audience advocating for libraries whether at a local, regional or national level. You will have an awareness of current and new developments in the libraries and health sectors.

The postholder will have a track record of working successfully with internal and external partners and suppliers in the public, private and voluntary sector and some experience of budget and team management. You will have a clear awareness and understanding of the purpose and function of a modern public library service being able to demonstrate good networking and negotiating skills.

A highly organised, strategic thinking individual you will have the ability to inspire and lead staff that you may not line manage to adapt to change and innovate. You will be a motivated team player resulting in the aims and ambitions of the library service and the needs of the community being met. The postholder will have demonstrable experience of being able to work independently and achieve their goals on time and under pressure and prioritise successfully to do this.

You will have a demonstrable knowledge and experience of information sources, and digital resources available for the public library environment with a focus on health and wellbeing. You will

be aware of the needs of a diverse community and be able to devise ways to engage and ensure the services we offer meet the needs of each community surrounding each library.

The postholder will have strong information technology skills including the use of databases, spreadsheets and presentation packages (Microsoft Office) and Teams. You will need to be able to work practically and strategically; equally comfortable to be 'hands on' at an outreach event, to writing reports, devising projects and writing planning documents. You will be able to work effectively across Council departments to achieve joint goals including public health, adult social care, leisure, and adult community learning.

Work Environment:

The post holder will be based at 5 Pancras Square as the main Council Offices. The postholder will be expected to attend meetings at different locations. The postholder will need to visit all nine libraries to meet with frontline teams and develop activity programmes. There is opportunity for some homeworking.

People Management Responsibilities:

The Development Officer for Health, Information and Wellbeing will have no direct line management responsibility.

Relationships:

You will be line managed by the Libraries Development Manager but will work closely with the Assistant Head of Libraries, Area Leads and Community Library Managers to ensure the libraries are developing and performing well. You will engage and work closely with residents, voluntary and community sector organisations, schools, businesses, community groups, suppliers and other stakeholders to build and maintain lasting partnerships to deliver activities and meet local needs developing a resident led approach and locally responsive libraries. You will work closely with colleagues across the council including Events, Arts Development, Adult and Community Learning and Early Years, Public Health, Adult Social Care, and Leisure colleagues to help animate the libraries as community spaces.

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine our corporate services, and we'll redefine what a career can be.

Is this role Politically Restricted?

This role is not politically restricted.

Diversity & Inclusion

We want Camden Council to be a great place to work and to ensure that our communities are represented across our workforce. A vital part of this is ensuring we are a truly inclusive organisation that encourages diversity in all respects, including diversity of thinking. We particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBT+, disabled and neurodiverse communities to make a real difference to our residents so that equalities and justice remains at the heart of everything we do. Click [Diversity and Inclusion](#) for more information on our commitment.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the

application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,