

The first aid charity for Wales



**St John
Ambulance**
Cymru



Occupational Health Adviser

Volunteer Role

Role Purpose:	To provide occupational health advice and support to St John Ambulance Cymru, helping to protect the health, safety and wellbeing of our St John people and supporting the charity to meet its occupational health obligations.
Potential time commitment:	Flexible, up to 2 hours per week plus occasional attendance at meetings as required. Please note: to respect confidentiality, the postholder will not attend events in an operational capacity.
Location:	This role can be performed from home, with online and/or in person attendance at meetings as required. The role supports St John people across Wales.
Responsible to:	Chief Medical Officer
This role involves:	• Providing occupational health advice on fitness for role, reasonable adjustments to role and health surveillance where required • Supporting managers with occupational health referrals and interpreting reports • Advising on health risk assessments for operational and event-based volunteering roles • Supporting the development and review of occupational health policies and procedures • Providing guidance on managing health conditions in a volunteering/operational context • Attending meetings and providing reports as required • Keeping accurate, confidential records in line with GDPR requirements
Training and Support:	• SJA Cymru Volunteer Induction and Training • SJAC Safeguarding Group B – APL of NHS training can be accepted
Uniform:	This will be a non-uniformed role. Uniform may be worn when undertaking clinical duties.
What you will get from this role:	• The opportunity to use your professional skills to support a charity that saves lives • A chance to be part of a respected organisation with a strong community presence. • The opportunity to make a real difference to our volunteers and the communities we serve. • The opportunity to meet new people and work as part of a supportive team. • Reimbursement of out-of-pocket expenses in line with our policies.

What you need for the role:	Skills and Qualities	Required	Qualifications and Experience	Required	Desirable
	Excellent communication and interpersonal skills, with the ability to build trust and rapport	✓	Current Enhanced DBS Certificate	✓	
	Sound clinical judgement and ability to give clear, practical advice	✓	Registered health professional qualification (e.g. GMC, NMC or HCPC registration)	✓	
	High level of professionalism, confidentiality and discretion	✓	Recognised qualification in occupational health		✓

	Absolute commitment to role modelling our St John Ambulance Cymru values of Compassion, Quality, Inclusion and Integrity, and helping others do the same	✓	Experience working in an occupational health setting		✓
	Ability to work outside normal working hours when absolutely necessary	✓	Experience within a charity, voluntary sector or emergency services environment		✓

St John Ambulance Cymru Values: We ask that all St John People uphold and model our Values	We value Compassion - we are caring, unselfish and supportive We value Quality - we are reliably delivering the highest standards We value Inclusion - we are respectful, we welcome diversity and work locally, nationally and internationally We value Integrity - we are open, honest and trustworthy
Health, Safety and Welfare and Safeguarding:	Adhere to the health and safety policies, procedures, and regulations of St John Ambulance Cymru, along with relevant statutory requirements. Prioritise the health, safety, and well-being of both St John Ambulance Cymru members and the public they interact with. Additionally, uphold St John Ambulance Cymru's safeguarding duties and responsibilities by ensuring complete compliance with all safeguarding training, policies, and procedures.

*** In line with 'Strategy 2025/30 - People, Experience & Culture' this role will be a non-ranked uniform role.**

**** This appointment will be for an initial three-year term, with the possibility of an additional three years, however this role will not be extended past six years.**